



Board Meeting Minutes (FINAL Approved Minutes, January 8, 2019)

December 11, 2018, 5:30-7:55 PM, Stellaria Bldg., Eugene, OR

Recorded by Angela Long, Secretary

Board Members Present

Larry Diffie, President; Max Rosenberg, Treasurer; Angie Long, Secretary; Karen Goodwin, Member-at-large; John Reidy, Member-at-large; Jim Wilcox, Member-at-large; Darcy Dillon, Member-at-large; Bob Beals, Member-at-large; Mike Cantrell, Administrator (ex-officio)

- 1. Welcome and Introductions.** The meeting was called to order at 5:38 p.m. by Board President Larry Diffie. No guests were present.
- 2. Approval of the Previous Meeting Minutes.** John Reidy moved, and it was seconded, to approve the November Board meeting minutes. John moved, and it was seconded, to approve the November 2018 General Membership Minutes, as amended indicating Herman Krieger was installed as a lifetime member. Both minutes were approved unanimously.
- 3. Welcome New Board Members.** Larry welcomed new board members, Max Rosenberg, Angie Long, Darcy Dillon, and Bob Beals. He expressed optimism for the new Board and indicated that that constructive conflict is healthy and helps the board grow. Mike Cantrell provided new Board members a binder with key governance materials. He also provided updated materials to returning Board members. The Board discussed possibly going paperless in the future, by using Google Drive or some other shared drive approach. This approach has been used successfully by the bRamble Committee, so it potentially would be an easy transition.
 - **Action:** Angie Long to investigate using a shared drive by the next meeting.

Larry encouraged Board members to share their experiences and what they want to accomplish this year as a GEARs Board member. Board members suggested:

- A desire for cohesiveness among Board members
- Exploring additional funding opportunities
- Greater involvement with and success for the bRamble
- Adding fun bike rides and extended events throughout the year
- Attracting more people to ride bikes, especially women and a younger demographic

- **Action:** Board members to submit a photo and a short bio to Mike before January 8, 2018.

Mike explained his role. He is responsible for administrative matters for the club, e.g., the webpage, newsletter, business activities, other administrative activities such as managing the GEARS storage unit. It is a paid position at \$625/month.

The Board discussed their initial budget requests, per below:

1. Ride Committee = \$1,000, including trophy, rider gift certificates.
2. bBramble = TBD. The bRamble Committee is going to determine their budget by the January meeting (see Committee Reports, below).
3. General GEARS Marketing = \$500
4. Education = \$600, includes renting facilities and food
5. Advocacy = \$300

It was suggested by new Board members that perhaps a strategy session is necessary before a budget is created. Bob, Angie, and Darcy all know a possible facilitator for such a strategy session.

4. Committee Reports

a. bRamble Standing Committee—Karen Goodwin

Karen Goodwin indicated that the bRamble Committee had an informal meeting of the committee on December 7. They discussed potential committee members, the community ride, the coordination of the event and possibly moving the date of the ride so it doesn't conflict with some key Eugene events, including the Whiteaker Block Party. Karen also is investigating the timing of other rides that would potentially attract the same riders. The goal is to establish and post the date as soon as possible.

Valerie Rosenberg, the volunteer coordinator is working on job descriptions and estimation of hours for each position. She will have that ready by mid-January. A budget also is being developed. There is an idea to reach out to other clubs to potentially conduct a volunteer exchange program. Karen also indicated that the Committee is considering raising money for the Camp Fire victims' bike fund by pre-selling registrations and asking for donations.

- **Action Items:**

1. Karen will provide further information about the Camp Fire fundraising idea at the January Board meeting.
2. The bRamble Committee will develop a preliminary budget by the next meeting.
3. Bob will see if Free Bikes for Kids has any bikes for adults that could possibly be donated to Camp Fire victims, at the right time.
4. Jim will donate a bike to the Camp Fire victims.

b. Education—Vacant

An interim solution for GEARs educational activity is needed since there currently is no VP. Larry mentioned that the Springfield Library has invited GEARs to present on “Bike Touring 101” on May 6th, from 6 to 7:30 p.m., during Bike Appreciation Month. The presentation would be of Springfield resident Garry Swanson’s recent trip down the Oregon Coast with companions. Jim is working on a presentation about touring, which also will be available.

c. Advocacy – Jim Wilcox

The Advocacy Committee brought some food for the street-sweeping crews after leaf pick up and they appreciated it. He asked for a motion to do it again; \$100 from GEARs and Tom Rau to add something additional

Motion: GEARs to provide up to \$100 to thank the Street Sweeping Crews for their 2018 work. John moved, and it was seconded.

- Discussion
 - Should we give them a membership to GEARs instead of lunch; No, they probably would not utilize a GEARs membership
 - Could there be a slideshow with pictures? No, this event takes some time to coordinate and a slide show would be an additional item to manage.
- The motion was approved unanimously
- Jim will do this in January 2019. Larry also will participate.

5. Treasurer’s Report—Max Rosenberg

Max presented the November financial report (see report below), which was completed by John Hofer, the prior Treasurer.

GEARs TREASURER'S REPORT FOR NOVEMBER 2018
 Prepared by John Hofer and Max Rosenberg, December 9, 2018

November Results

GEARs lost \$738 in November

Monthly revenue: \$499, all from membership dues

Monthly expenses: \$1237, mostly for club administrator, annual meeting expenses, and other normal and ordinary club expenses.

See attached Consolidated Income Statement, November 2018, for details.

Year to Date Results

GEARs is showing a negative Net Income of \$277 for 2018.

Year to date Revenue: \$32,195

Year to date Expenses: \$32,472

Current Total Bank Balance

\$24,964 (including net unpaid/outstanding), a decrease of \$284 from year end 2017, reflecting the negative net income recorded through November 2018.

Additionally, Max reported that a budget is important for the club and for our main event, bRamble. A budget will give autonomy to committees, and that freedom and flexibility is important, so is balance and control. Max will write a draft budget policies and procedures for the January meeting. We discussed using a professional accounting program like QuickBooks.

- **Action:** Max will look at this and report back on cost and learning curve.

6. Ride Committee—Mike Cantrell

The Ride Committee is in the process of combining three current Google lists into one, to be called “Gears Ride.” This will be implemented January 1, 2019, and there will be a link in the newsletter to sign up for the new email group. There still are plans to have the Gears Gather and Go rides outside of the monthly rides. These are posted on Facebook. There also will be a Ride Leader page on the website for ride leaders to alter ride descriptions on the ride schedule, if necessary.

- **Actions**
 - Mike to send ride leader information to Darcy
 - Mike to advertise the Google Group on the website, in the newsletters, etc.

7. Administrator Report – Mike Cantrell

Mike indicated that there are no updates, other than what he has mentioned before.

8. Pending Business - Status of action items

- Board Articles for Newsletters: Board members are encouraged to write articles for the GEARS monthly newsletter.
- Board Member photos and intro on the GEARS website? Previously discussed.
- Requirement for a Board Member to be in good standing to be on or continue on the Board? (tabled)
- The French Connection—Max indicated that the French club is having a special meeting on Dec. 15 to see if there is interest.
- Wednesday night rides: Garry has spoken with Len to follow-up with him regarding combining his shop’s Wednesday Ride into a GEARS ride. They are negotiating whether or not the start time can be delayed to 6 p.m., especially in peak daytime summer months.
- Amazon Prime Non-Profit Beneficiary – Larry to get more info – tabled until next meeting.
- Getting Healthy – how do we update our website to promote healthy lifestyles a bit more? This may help us with contribution opportunities. 25 Healthy Reasons for riding.
 - Larry handed out the 25 health benefits of cycling.

- **Action Item:** Angie will work with Larry Diffie on the document.

9. New Business

- a. Agenda Items for January Meeting: Strategic Planning
- b. Vice President: Currently seeking an interested person to fulfil this role, including a current member from the Board.
- c. Fund Raising: GEARS received a \$500 donation from Glory Bee; PacificSource could be another potential donor. They supported Community Ride at the bRamble for 3 years
- d. Executive Board: For Board cohesiveness, we may not need to continue this practice.
- e. Better Eugene Springfield Transportation (BEST) Pledge: BEST has solicited GEARS to see if there could be a connection of some sort in the future. Larry asked about putting the Lane Safe Coalition Pledge on the GEARS website. Strategic Planning will help us determine if this is a good fit. The pledge is about riding and driving responsibly.
- f. Other Business
 - i. GoPro—Mike will donate one to GEARS
 - ii. Meeting location—remain at the Stellaria for the time being.

The meeting adjourned 7:55 pm

Next Meeting - January 8th, 2019 at The Stellaria Bldg