

Greater Eugene Area Riders (GEARs) Minutes from Board Meeting Tuesday, September 12, 2017

Time Meeting Called to Order: 6:30 PM

Meeting Place: Whole Foods Market, Eugene

Names of Meeting Participants and Absentees:

Present:

Steve Hecker, President
Lyn Gilman-Garrick, Vice President and Secretary
John Hofer, Treasurer
Dave Zumbrunnen, Director at Large
Dana Brownfield, Director at Large
Jim Wilcox, Director at Large
Mike Cantrell, Administrator

Larry Diffie, GEARs member
Karen Goodwin, GEARs member
Jim Harrison, GEARs member, Cottage Grove Representative

Absent:

Jessi Stinson, Director at Large

A quorum was present.

1. Introductions

2. Approval of June 2017 Minutes

Vote: Mike Cantrell served as Secretary at the August 8, 2017 board meeting and prepared the minutes. The board voted unanimously to approve the August 2017 minutes.

3. bRamble Review

A. Budget

John handed out and reviewed a report titled "**Projected 2017 bRamble Income Statement**" which is **not attached** as John wants to finalize the numbers first.

1) Income - The bRamble took in ~\$17,300, an increase of ~\$5,500 over 2016.

John cited four reasons for the substantial increase:

- Increase in fees
- Increase in last minute/day of riders
- Increase in sponsorships and donations
- Silent auction

2) Expenses - Expenses were slightly down this year from ~\$10,000 to ~\$9,700.

However, the \$10,000 includes \$2000 for hiring Dave Walla, bRamble Coordinator, which was a new expense. If Dave's salary is not taken into account, expenses in 2017 were ~\$8,000, an almost 25% reduction over last year.

3) Summary - John was glad to report that the 2017 bRamble earned almost ~\$7,700. He suggested that if we want to ensure financially healthy bRambles in the future, we should focus on three areas:

- Continue to watch expenses
- Start procuring sponsorships and donations much earlier
- Expand the silent auction.

Action Item (John) and **Agenda Item (October)**: Finalize and present the final financial report for the 2017 bRamble.

B. Coordinator's Final Report

Dave Walla did not attend the board meeting, but he submitted a report titled "**2017 Blackberry bRamble Post-Ride Report**" (**attached**). Steve summarized the report and emphasized three aspects that stood out to him:

- Dave worked many more hours than anticipated. His contract estimated 200 hours. Dave actually worked 275 hours.
- Dave was hired in April 2017 which really late in the game especially considering his lack of familiarity with the bRamble and lack of experience in organizing large events.
- Dave did not have solid support in some key areas, such as marketing.

C. Dave's Final Performance Review

Steve proposed that the Executive Committee (Steve, John, Lyn and Mike) take responsibility for reviewing Dave's performance. The board agreed.

Action Item (Executive Committee) & **Agenda Item (October Board Meeting)** - Set a meeting soon to review Dave's performance and report back to the board at the next meeting.

There was much discussion about whether or not to give Dave a bonus. Ultimately, the board decided that the Executive Committee should consider whether a bonus is warranted and that it should bring its decision to the board in October for more discussion.

D. Donation to Safe Routes to School - \$1250

1) College Hill Sponsorship - College Hill Dental sponsored the Community Ride. Safe Routes to School will receive 100% of their \$500 sponsorship.

2) Percentage of Fees Collected for The Community Ride - The Community Ride collected ~\$850 in fees. **Vote:** The board voted unanimously to deduct \$100 for miscellaneous expenses such as pie and ice cream and give SRTS \$750 of the fees.

Action Item (Steve): The board asked Steve to write a letter to Sarah Mazze (Eugene SRTS Coordinator) and Zane Wheeler (Program Director Eugene Parks and Rec River House) informing them of the donation and discussing their increased help in organizing, advertising and running future Community Rides.

E. Donation to Center For Appropriate Transport (CAT) - \$250

Vote: The board voted unanimously to give CAT \$250.

F. 2018 bRamble

Core Planning Committee

1) Members

Vote: The board unanimously approved a **Core Committee** to start planning for the 2018 bRamble. The committee is comprised of:

- Larry Diffie
- Karen Goodwin
- Dave Zumbrunnen
- Mike Cantrell
- Dana Brownfeld

2) Questions To Consider

The board has questions it would like the Core Committee to consider:

- a. Should the 2018 bRamble be run by a volunteer committee or should we hire a coordinator?
- b. The board is hoping to form two new committees 1) Business Memberships, Sponsorships, Donations, Rewards Committee and 2) Volunteer Committee. Should these two committees serve both the organization and the bRamble or do we need separate committees?
- c. What do we need to do as soon as possible to guarantee a successful 2018 bRamble - sponsorships, new routes, new logo, etc?

Action Item (2018 bRamble Core Committee): Meet soon to start discussing the organization of the 2018 bRamble.

4. Committee Reports

A. Executive Committee - Steve

1) Timeline

Lyn created a **Proposed Timeline (attached)** for the next 3 months which shows dates and deadlines for board meetings, general meetings, annual meeting, and newsletters. The timeline focuses on the schedule for proposed bylaw changes and nominations for the 2018 board of directors.

2) 1st Proposed Bylaw Change: Board Composition

At the current time, **Section 3.2 (Board of Directors. Number and Elections)** allows for a fixed number of board members - 7. The Executive Committee proposed changing the section to allow for **no fewer than 7 but no more than 10 directors**. The proposal is **attached**.

Vote: The board unanimously approved this amendment.

Action Item (Steve): Write an article for the October and November newsletters announcing the proposed bylaw change which will be voted on at the November 29th annual meeting.

3) 2nd Proposed Bylaw Change: Treasurer's Responsibilities

John rewrote **Section 4.4.D (Officers. Duties of Officers. Treasurer)** to bring it up to date and to make it more comprehensive. His proposal is **attached**.

Overall, the board was very impressed with John's changes; however, a couple of directors suggested two additional changes. First, they want it required that all the

Treasurer's documents/records/reports (print and electronic) be passed on to succeeding Treasurers; and second, they want it stated that the Treasurer must regularly attend board meetings.

Action Item (John): Incorporate the suggested amendments to the proposed bylaw changes and bring to the October board meeting for reconsideration.

Agenda Item: Reconsider John's proposed changes to the Treasurer's Duties.

4) Nominations for 2018 Board of Directors (Lyn)

a. Number of Candidates

i. Where Do We Stand? - There are currently 7 members on the board. Four will be serving the second year of their two year terms in 2018 (Steve, Dana, Jessi and Dave). However, Dana has decided to resign from the board at the end of the year and not serve a second year. Three others will have their terms expire at the end of this year (Lyn, John and Jim). John and Jim would like to run again for another 2 years. So that leaves 5 current board members either continuing or running for the 2018 board (Steve, Jessi, Dave, John and Jim.)

b. Possible Change in Board Composition

If the above proposed bylaw change is approved, the board will need 2 to 5 new members.

c. Nominations

The slate of candidates will be announced at the Wednesday, October 18th, general meeting and program which is just over a month away. In the meantime, the Executive Committee needs to be busy recruiting candidates. To that end, the board generally approved the following action items.

- I. Action Item (Lyn):** Write letter for September 15th newsletter asking any members who are interested in serving on the board to submit their name for nomination.
- II. Action Item (Executive Committee):** Start individually approaching qualified club members who might be interested in serving on the board.
- III. Action Item (Executive Committee):** Start thinking about who would make good officers in 2018. John has agreed to run for Treasurer again, but we still need a President, Vice President and Secretary.

Agenda Item: The Executive Committee should be prepared to present a possible slate of candidates at the October 3rd board meeting.

B. New Committee - Business Memberships, Sponsorships, Donations and Rewards Committee - Steve

The board formed a new committee to promote business memberships, sponsorships, donations and the rewards program. The following people were elected to the committee based on their experience, interest and/or past involvement.

- Larry Diffie, Co-Chair
- Karen Goodwin, Co-Chair

- Dana Brownfeld
- Jessi Stinson
- John Reidy

Both Karen and Larry view this committee as a first step. They plan to call a meeting soon to brainstorm ideas and form a vision for the future work of the committee. One question they will consider is whether this committee will serve both the club and the bRamble.

Action Item (Larry and Karen): Call a meeting soon of the BM, S, D and R Committee. Report back to the board at the October 3rd meeting.

C. Rides Committee - Mike

1) GEARS Gear

a. New Gear - The Executive Committee wondered whether there was interest in ordering more long and short sleeve jerseys. Several members asked about changes to the jerseys such as brighter colors and removal of old sponsorships. Mike cautioned that if there are changes the minimum order increases. The board asked Mike to talk with the rest of the Rides Committee, especially Kristin Yarris, about these issues.

Action Item (Mike) and **Agenda Item:** Research ordering new jerseys with proposed changes and report back to the board at the October meeting.

b. Old Gear - Paul's Bicycle Way of Life still has several items (vests and shorts) on sale. Our arrangement is that when they sell an item, they mail us the amount minus \$5 to cover their costs. Lyn said that she had purchased a pair of shorts for \$100 in July. John did not think that GEARS had ever been paid.

Action Item (Mike) and **Agenda Item:** Talk with Virginia at Paul's about the reimbursement for the shorts Lyn purchased plus any other sales and authorize Virginia to put the items on sale if needed to move them off the rack. Report back to the board in October.

2) Cancelling Rides Due to Air Quality

Vote: The board unanimously approved a request from the ride committee to allow leaders to cancel rides due to "unhealthy air quality".

3) Upcoming Special Rides

- 9/16 Crater Lake Rim Ride
- 9/23 Tour of the City of Eugene's Bicycle Infrastructure with Jim Wilcox and Reed Dunbar
- 9/23 Beer Ride with Dana Brownfeld
- 9/30 Aufderheidi Ride with Jackie Murdoff

D. Budget Committee/Treasurer's Report - John

John distributed his **July's Treasurer's Report (Attached)**. He was happy to report that the summer generally and August specifically saw an increase in new and renewing memberships. Almost \$1000 was taken in during August alone.

E. Education and Advocacy

1) Education - Upcoming Programs - Lyn

- Wednesday, October 18th - Lessons from Abroad: Cycling and Learning in Denmark and the Netherlands with Dr. Marc Schlossberg from the UofO
- Wednesday, November 29th - Either Cycling Through Africa with Tour d'Afrique or Cycling the Wild and Rugged Southern California Coast with Steve Hecker

2) Advocacy - Knickerbocker Memorial - Jim

Jim asked the board for authorization to approach the city about fixing up the area around the Knickerbocker Memorial at the base of the Knickerbocker Bridge. Currently, it is overgrown with tall grasses and weeds.

Vote: The board unanimously approved Jim's request.

5. Requests/Outreach/Advocacy

A. Eugene Sunday Streets - River Road - September 17

Steve announced that GEARs will have a booth at the upcoming Eugene Sunday Streets from 12 to 4. It will be at West Bank Park and Mel Huey will be there at 11:30 to set up. Jim, Steve, Lyn, Karen, and Pete Hollingsworth volunteered to help with set up, operations and take down.

B. Cycle Oregon - Volunteering at a Rest Stop

Steve announced that Cycle Oregon cancelled the week long ride due to extreme forest fire danger. Volunteers are no longer needed for the rest stop along Bryce Creek.

C. UO North Campus Development

Steve alerted the board that the issue of connectivity for cyclists and pedestrians will become more important as the UofO expands to the area north of campus and the city looks to develop the old EWEB complex. He will keep the board up to date on this issue.

D. Pau (France) Cycling Club Exchange

At the Monday, September 4th, program, Max and Valerie Rosenburg, Jackie Murdoff and two guests from France presented a program on cycling in France, the Pau Bicycle Club, and the idea of forming a "Sister Cycling Club" relationship. They want to take a group of GEARs members to France in the Spring of 2018 to stay with members of the Pau Bicycle Club and to tour the area on day trips. In return, they hope that GEARs members will be hosts in the Fall of 2018. Steve stated that he thinks this is a very exciting idea but he would like the board to be kept up to date on the plans. He wants to make sure that GEARs is committed to following through.

E. Crow Store Bathroom

The bathroom at the Crow store has been vandalized and is currently closed. Lots of cyclists use this bathroom with the store owner's permission. Steve suggested that perhaps GEARs and Eugene Velo might work together to help fix the bathrooms as a way of saying thank you to the owners. He will keep the board up to date.

Next Meeting Time and Place: Tuesday, October 3, 2017, 6:30 to 8:30, Whole Foods Market, 353 E Broadway, Eugene.

Time Meeting Adjourned: 8:30 PM

**Respectfully submitted,
Lyn Gilman-Garrick, Secretary
Tuesday, September 19, 2017**