

Greater Eugene Area Riders (GEARs) Minutes for Board Meeting

Tuesday, May 8, 2018

Time Meeting Called to Order: 6:39 PM

Meeting Place: Eugene Garden Club, High Street, Eugene

Names of Meeting Participants and Absentees:

Present

Larry Diffie, President
Steve Hecker, Vice President
John Hofer, Treasurer
Dave Zumbrunnen, Secretary
Karen Goodwin, Member at Large
Jim Wilcox, Member at Large
Mike Cantrell, Administrator

Absent

Al Hongo, Member at Large
John Reidy, Member at Large
Jessi Stinson, Member at Large

Guests

Laurie Zitzer

A quorum was present.

1. **Introductions-** Guest and member, Laurie Zitzer, attended and was welcomed.
2. **Minutes Approval-** A motion was made by Larry to approve the board meeting minutes for April 2018. The minutes were approved unanimously by voice vote.
3. **Committee & Administrator Reports-**
 - A. Ride Committee – Mike reported that a ride leader meeting was held. A presentation was given about how ride leaders can use Ride for GPS to tailor rides or create new routes. The contents of a ride leader web page, ride cancellation policies, and ride leader responsibilities were also reviewed. He deemed the meeting to be useful and thought that attending ride leaders would agree. The Cinnamon Roll Ride is planned for May 26. Persons who plan to cycle to Paula's house can arrange with Lyn Gilman-Garrick for items to be transported there for them. The Ride for Silence is scheduled for May 16 at 6 PM. It has been listed on the GEARs ride schedule for May but Mike may also remind members by placing an announcement in the upcoming newsletter distributed by e-mail. Next month, a ride along Cottage Grove's Row River Trail will be scheduled. Also, ride options for Highway 242 will be indicated. Steve reported that Highway 242 is open to bicycles on Friday, Saturday, and Sunday until mid-June. Other days are closed to bikes due to clean-up resulting from last year's forest fires. (Highway 242 availability may change. Riders should check TripCheck.com for updates.) Ride with GPS will be available for all members as of Friday, May 11. Mike will notify members of its availability by e-mail. Karen expressed concern that she and other members are unfamiliar with Ride for GPS

and will have difficulty making use of it. Along with sign-up instructions in his forthcoming message, Mike responded that he will point out where on-line or built-in self-help features can be found.

- B.** Administrator Report – Mike reported that the prior month involved routine work items. He mentioned that an issue arose with the club’s Mastercard that resulted in a small late fee charge when the card was spuriously rejected. He plans to contact the card’s issuing bank if this problem is encountered again.
- C.** Education Committee - Steve reported that an educational program is scheduled for May 23. Cindy Smith will give a presentation about her most recent bicycle adventure to southeast Asia. An educational program on Ride with GPS is being finalized for June. Steve anticipates that the guest speaker will also include general information about using GPS that should prove interesting to hikers as well as cyclists. A guest speaker on this subject has been sought for many months so he and Lyn Gilman-Garrick will be especially pleased to see this program scheduled. The specific date is being arranged to accommodate the speaker’s schedule.
- D.** bRamble Committee– Karen reported that Michael Reeder was hired as event coordinator. She distributed a sample 8.5 x 11 inch event flyer suitable for mounting on bulletin boards. She asked for assistance in posting them in suitable locations once copies are available. Michael R. is working to set up an Instagram account for the bRamble and he is also considering setting up a bRamble Facebook page. Michael R. anticipates that some participants will attempt to locate information on Facebook so a bRamble presence there can be important. Karen emphasized that members should extend assistance to Michael R. so the event will proceed smoothly. A coordinator for the Crow rest stop has not yet been identified. Work to obtain event sponsors is ongoing. A title sponsor has not been found. Identifying sponsors is reaching a critical point because they must be confirmed in order to denote them on t-shirts, banners, etc. Karen requested that names of potential sponsors be forwarded to her. Laurie Zitzer (member attending) offered to assist in contacting potential sponsors. Karen also reported that the designs of the t-shirt and of the jersey are progressing. Illustrated draft designs of the t-shirt and jersey were shown. Both have green backgrounds. The current jersey design has a white, chest level horizontal stripe in which “bRamble” and the bRamble logo are placed.
- E.** Volunteer Committee –Larry reported that Janet Whitesides is temporarily in charge in Valerie Rosenberg’s absence. He was pleased to see Janet cajoling with attendees of the May 5 pot luck dinner. Michael Reeder, who was hired recently as bRamble coordinator, will be working with Valerie and Janet to fill open slots for volunteers. Larry mentioned that he is pursuing an opportunity through a neighbor for the scouts to serve as bRamble volunteers. Steve suggested that added care be taken to make clear task responsibility among volunteers to avoid duplication or misunderstanding.

- F. Advocacy Committee – Jim reminded the Board that the “beer carbon offset” social event is scheduled for Friday, May 18, at Ding Ding Bike Shop located behind the David Minor Theater on 5th Street near the 5th Street Market. Friday, May 18, is specifically National Bike to Work Day. Jim asked that Mike send a reminder by e-mail to members about this GEARs sponsored event. One ticket will be given to each attendee for one beer in exchange for identifying the number of miles ridden instead of driven. The event is to celebrate cyclists who choose to commute by bicycle. It is in conjunction with “May is Bike Month” and the Business Commute Challenge scheduled for May 12-18.

Dave asked for opinions about whether members should be asked to forward descriptions of road hazards for posting on the GEARs web site. This is a follow-up on an example road hazard posting he circulated earlier. He was specifically considering various ways to identify road hazards in the cities of Eugene and Springfield and also in adjoining areas. Jim offered an idea where a contest might be constructed to encourage members to report. The idea was received with interest and Jim was encouraged to develop it further. John H. suggested that ride leaders ask riders to report to Dave hazards known to them so Dave can compile them for posting. After additional discussion, it was agreed that Dave will talk with Garry Swanson (Chair, Ride Committee) to also obtain thoughts from the Ride Committee about the suggestion from John H. Dave will also forward a brief article to Mike about the general concept for the upcoming newsletter. For integration into the GEARs web site, Mike anticipates that a road hazards page can be added as a link to the current advocacy section.

4. Treasurer’s Report-

John H. distributed copies of the May Treasurer’s Report. (See attachment.)

John H. is preparing Oregon form CT-12 that is required of organizations soliciting charitable contributions. He asked board members if any of them had prior legal issues related to charitable contributions. All board members in attendance stated “no,” and non-attending board members answered “no” via e-mail. He will so indicate on the form.

The board agreed to a procedural proposal by John H. where he will give a heads up to the board when he receives a request to write a check of \$500 or more. Such requests of course must be in response to spending authority granted previously by the board. However, spending authority may not be specific but may instead be granted for a general purpose. The proposal is intended to alert the board to specific large expenditures so that such expenditures can be discussed if the board chooses before cash outlays occur. For practical implementation, board members will have a few days to respond and initiate a discussion. If a response does not arise, John H. will proceed and write the check.

5. Pending Business-

- Potluck dinner and social – About 19 persons attended the May 5 potluck dinner and social gathering at the Eugene Garden Club. Bob Zumwalt's 80th birthday, which will be later this month, was celebrated. He was awarded a lifetime membership. A really nice birthday cake for Bob was enjoyed by all in attendance. Along with frosting, the cake was adorned with a nifty, edible photo of Bob as a young competitive cyclist. A 75 mile ride to Brownsville is scheduled for May 27 in recognition of Bob. Bob said he plans to make sure that he logs at least 80 miles that day.
- Board Articles for Newsletters – Board members are encouraged to submit cycling-oriented articles to Mike for the monthly newsletter. The articles are a good way for the board to connect with membership and draw interest to GEARs. Dave agreed to submit by Friday, May 11, a brief article about future posting of bike hazards on the GEARs web site.
- PacificSource – Larry is in communication about possible sponsorship. He will keep the board updated.
- The minimum required number of GEARs jerseys were met for all jersey types. As a result, GEARs will not be required to purchase jerseys as authorized earlier by the board to make them available to members.
- No new information has been found about a ribbon cutting ceremony for the I-5 bike path from Garden Way Road to Old Coburg Road. Larry asked for everyone to be alert for announcements so that GEARs can be represented when it occurs. He anticipates that the event will be attended by city officials.
- In conjunction with GEARs recent membership in Travel Lane County, Larry attended a Travel Lane County event for members titled, "Market Your Business – A Membership Overview," at their Springfield location located near Best Buy. The event was a useful networking experience.
- Mike informed the board that Board Members Personal Liability Insurance is now in effect. This insurance also includes coverage for volunteers such as ride leaders. Mike will update board notebooks with pertinent information.
- Attending member, Laurie Zitzer, suggested that healthy recipes for ride foods be placed on the GEARs web site. The board was enthusiastic about her suggestion. Recipes of the month might also be included in the newsletter and later compiled on the web site. Mike will consider where this information can be placed on the web site and the board encouraged Laurie to pursue the idea further such as by conferring with Jackie Murdoff. Jackie has similar interests and is known for sharing some tasty and healthy ride treats.

6. New Business-

- Agenda Items for Next Board Meeting – Larry requests that board members forward to him topics that they would like to be included on the next meeting agenda.
- Veneta/Travel Lane County: A photo/video opportunity is planned for June 4. More information will be distributed when it becomes available.

Time Meeting Adjourned: 8:05 PM

Anticipated Time and Place for Next Meeting: Tuesday, June 12, 2018, 6:30 to 8:30 PM, Stellaria Building (unless otherwise announced).

Respectfully submitted,
Dave Zumbrunnen, Secretary
Wednesday, May 9, 2018

Below: Treasurer's Report

GEARS Cycling Club May 7, 2018

May Treasurer's Report – reporting April financial results

Introductory Comments:

- • Mike Cantrell will write checks for the bRamble and for the club in my absence, subject to the usual policy of 'no receipt, no reimbursement.'
- • Final May financial results will not be released until the July Treasurers Report in early July. However, I will send out a brief, 'advance look' at the May results shortly before I leave for France. It will include results up to about May 27.
- • I am considering giving a 'heads up' to the board or to the executive committee on one-time checks that I write for \$500 or more. The only check currently pending is the one for \$990 to Handlebar Media for bRamble marketing, which was already discussed at the April board meeting. I would like the board's input on a 'heads up' policy.
- • I am filing the required Oregon and IRS statements this week, and I will be asking board members' assistance on one question.

April Results

GEARs lost \$1469 in April. Monthly Revenue: \$435

- • PayPal revenues were \$369, down from last year.
- • There were no other club revenues
- • bRamble revenue: \$66

Expenses: \$1904

Net income: -\$1469

Year to Date Results

GEARs has lost \$3999 so far this year.

Revenues are higher than last year, due mostly to strong January PayPal memberships and the \$1000 donation from Cycle Oregon via the Oregon Community Foundation. PayPal memberships for the past couple months have roughly kept pace with 2017.

Expenses in 2018 are higher than in 2017, due to an increase in upfront in spending for the bRamble and increased spending for club activities, including last month's payment of directors and officers liability insurance. More specific detail is available upon request.

Current financial account balances (including uncleared checks) is \$21243.