



Minutes for Board Meeting

Tuesday, October 9, 2018

Time Meeting Called to Order: 5:30 PM

Meeting Place: Stellaria Building, Eugene, Oregon

Names of Meeting Participants and Absentees:

Present

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

Absent

John Hofer, Treasurer
Al Hongo, Member at Large
Jessi Stinson, Member at Large

Guests

Angie Long, Member

A quorum was present.

1. **Introductions-** Everyone was acquainted.
2. **Minutes Approval-** A motion was made by Larry to approve the board meeting minutes for September 2018. Dave thanked Mike for preparing them in his absence. The minutes were approved unanimously by voice vote.
3. **Committee & Administrator Reports-**
 - A. bRamble Committee – The volunteers party was held on Sept. 27. The party was well-attended. The Committee is planning to meet in the coming two weeks. The focus will be on identifying areas for improvement. Steve asked whether a presentation will be made to the board about the bRamble to consider changes and plans for 2019. Karen suggested that a presentation in December would be best because the new board will be in place. John R. mentioned that John H., Karen, and he plan to meet in the coming month to formulate procedures for managing bRamble finances, including processes for making reimbursements. The procedures will be presented later to the board so bRamble financial aspects will proceed more smoothly. John R. suggested that book-keeping software be considered for

managing GEARs money matters in lieu of using spreadsheets. An example is QuickBooks.

- B. Volunteer Committee – Valerie Rosenberg is coordinating. Steve noted that identifying volunteers is centrally important to GEARs' ability to participate in events such as Sunday Streets and Breakfast at the Bridges.
- C. Ride Committee – John R. said that no other members met at Crater Lake for the Ride the Rim event placed on the GEARs September ride calendar. He did see other Eugene area riders. Mike C. reported that a committee meeting is planned for October 19. Awards to riders with club ride distances of greater than 1000 miles might be offered, such as GEARs socks, in lieu of velo vouchers given in the past. Larry suggested that the socks could be also made available for purchase by all GEARs members. Mike replied that the intention is to make these an exclusive award to riders with over 1000 miles so as to encourage participation in club rides and acknowledge persons who attend regularly. Due to costs associated with vouchers and socks, several board members offered the motion below.

Motion: The ride committee is authorized to change from awarding velo vouchers to awarding socks with associated expenditures not exceeding \$500 in annual expenses. (The motion passed with all members voting in favor.)

- D. Administrator Report – Mike mentioned that the GEARs storage locker has been found unlocked. He reminded everyone to take care to secure the lock. Mike reported that November 29 is the date for the annual members meeting which will be held at the Hilyard Community Center. Elections of board members will be held and a short film will be shown.

Larry mentioned that U Store Self Storage is still indicated as a GEARs sponsor on the GEARs web site because they have continued to charge a discounted rate. Some concern was expressed that the locker is becoming full. Dave pointed out that about 20% of the space is occupied by items that can be discarded. Mike and Larry plan to assemble a small group of volunteers to remove outdated items and make space available.

- E. Education Committee – Steve said that a program is scheduled for Wednesday, October 24, at the Eugene Garden Club. He will give a presentation about his recent cycling adventure with friends along the Old West Scenic Byway in north central Oregon. Details are posted on the GEARs web site. He reported that Lyn is stepping down as program organizer so the Board will need to identify someone who can carry out her duties. Ideas for programs for early 2019 are in the works, such as a program on bicycle theft in conjunction with the Eugene Police Department and a program by Jim about bicycle touring.
- F. Advocacy Committee – Jim reported that he will attend an event at Springfield and distribute bicycling information there. The city of Springfield received bronze-level

rating from the League of American Bicyclists and is placing more emphasis on developing bicycling infrastructure.

4. Treasurer's Report- The October Treasurer's Report is below. Results for the month of September are indicated.

GEARS Cycling Club

October 7, 2018

October Treasurer's Report – reporting September financial results

September Results

GEARs lost \$1258 in September.

Monthly Revenue: \$626, mostly from PayPal memberships

Expenses: \$1884, mostly administrative and residual bRamble expenses

Year to Date Results

GEARs is showing a positive Net Income of \$338 for 2018.

Year to date Revenue: \$30,788

Year to date Expenses \$30,450

Current total bank balance (including uncleared checks): **\$25580**, an increase of \$338 from year end 2017, reflecting the positive net income recorded through September 30.

5. Pending Business-

- A.** Board Articles for Newsletters – Larry encouraged board members to prepare articles and forward them to Mike. Karen suggested that themes be considered for each newsletter. Jim liked the concept and noted that themes could for example be according to seasons of the year as rider interests change. He suggested that the idea be explored by a small group of interested persons. Some concern was expressed about obtaining articles in a timely fashion and in sufficient numbers. Mike will consider the suggestion further.

- B.** Larry reported that BikeIndex registration conducted by Steve Piercy was a main attraction to the GEARs table during the recent Eugene Sunday Streets held in the Churchill neighborhood. Following up on his presentation at the prior board meeting, Steve P. also contributed an article for the monthly newsletter. Steve P. would like to amplify stolen bike alerts through the GEARs Twitter account. Many board members were unaware that GEARs has a Twitter account but everyone was in favor. Mike agreed to interact with Steve P. to make the necessary additions. Dave commented that Twitter might be a great way to announce ride changes and cancellations.

The Board also indicated its approval for BikeIndex to utilize the GEARs logo on its web site in recognition of GEARs support. (In related earlier action, the Board approved via e-mail a motion to sponsor Steve P. as a GEARs/BikeIndex Ambassador in the amount of \$75.) In addition to sponsoring Steve P., a separate request was made for GEARs to make a monetary donation to BikeIndex and to perhaps initiate a system whereby members are asked to donate when they renew memberships. A discussion arose about including a link on the membership renewal site that would direct members to BikeIndex. Attending member, Angie, questioned whether other organizations might request similar treatment so inclusion might become untenable over time. Jim felt that BikeIndex has a special role and that other organizations with similar merit can be considered if they request. Following this discussion, Larry offered the motions below.

Motion: GEARs will provide a donation to BikeIndex in the amount of \$50. (The motion was approved with John R. voting no and other members voting yes.)

Motion: Mike C. will add a link to BikeIndex on the GEARs membership renewal web page on a 6 month trial basis that will be reviewed. (The motion was approved with all members voting yes.)

- C.** GEARs Vests – Larry reported that 10, 2018 GEARs vests have been ordered with 7 of these sold to date. Steve reminded the Board that he is storing a few prior-style vests and jerseys. John R. stressed that efforts should be ongoing to sell these items. Steve suggested that prices be reduced for the prior style items. Mike will look into ways to sell these through PayPal. John R. advocated for having an inventory of jerseys that can be sold on an ongoing basis. Steve noted what he called the “sizing problem” about difficulty in having adequate numbers of jerseys in various sizes. If an inventory of jerseys for future sale is established, sizes should be based on demand history. Larry noted that a minimum jersey order following the original larger order is now only 5 jerseys. In response to John R.’s suggestion, Mike will create a web page to the GEARs web site to sell old and new apparel.
- D.** 2019 Board Members – Steve reported on the status of identifying board candidates. Steve, John, Dave, and Al are leaving the board. Jessi is uncertain at this time about continuing. Attending member, Angie, expressed interest in serving on the board and moving into the position of secretary. She has interests in advocacy, membership recruitment and development, and special events such as the bRamble. Mike noted that a 30-day notice of board candidates should be promulgated to members prior to the election according to the bylaws. He plans to include a list of board candidates in the November newsletter and also indicate them on the GEARs web site. Larry requests that board members forward names of potential candidate board members to him or Steve.

- E. Eugene Sunday Streets – Larry reported that the September 23rd event went well. Several folks came up to chat with Mel, Steve and him to gather information. Most of the interest was with Steve Piercy and registering their bikes with BikeIndex.
- F. The Eugene Mission – Larry had initial discussions with Nate Mart, Life Change Program Director, and Bryan Kimball, to discuss non-monetary support opportunities that GEARs might pursue. They are not sure what that would look like. Nate is new. Bryan suggested that GEARs might consider leading periodic rides for them that would be slower and shorter than rides listed on the GEARs ride calendar. Bryan also stated that they did not have helmets but understood that if GEARs were to lead a group, helmets would be required to be worn. They should have a better idea in January. Larry wondered whether this should be made known to members who might lead such rides. Dave suggested that Larry place these ideas in a newsletter article. Larry responded that he had one in preparation.
- G. AARP Vital Aging Conference – Larry reported that GEARs was invited to participate at this event is to be held on Saturday, November 10th at the Unitarian Universalist Church (13th Street) from 9 AM to 4 PM. He would like to make available two free GEARs memberships and possibly give out a few bRamble T-shirts to make use of shirts left over from the 2018 bRamble. Breakfast and lunch will provided for two GEARs participants. After some discussion, a consensus arose that a GEARs presence would be worthwhile and the two GEARs memberships and free t shirts can be provided. Steve noted that more volunteers need to be identified in advance to take on these tasks. He suggested that the Volunteer Committee be consulted to identify participants. Karen expressed interest in volunteering.
- H. Larry reported that he was made aware of an announcement from Shane MacRhodes of the city of Eugene about a League Cycling Instructor Seminar scheduled soon (Friday, October 12 through Monday, October 15) at Cesar Chavez Elementary School. He forwarded information earlier to the board via e-mail but received no responses. Mike noted that both Karen and Jim are instructors. Persons who are interested in receiving this training and certification should see the e-mail message.

6. New Business-

- A. Agenda Items for November Meeting – Larry requested that board members include clarifying information about agenda items forwarded to him to aid advance planning for board meetings.
- B. Larry suggested that GEARs make a donation to the Fox Hollow Volunteer Fire Department (intersection of Fox Hollow Road and McBeth Road) as an expression of appreciation for making the portable toilet there available to cyclists. Dave noted that the portable toilet is also used by construction and repair crews so a donation is not necessary and one might complicate future availability. After brief discussion, a consensus arose that a donation would be an expression of good will and would be in the best interest of the community. The board asked Larry to inquire about the monthly cost of maintaining the portable toilet so the board can consider this further.

- C. Larry reported that Jerry Welch donated a hard-sided bike travel carrier to GEARs for use by members. It has been placed in the storage locker and can accommodate full size bikes. Larry and Mike will develop a process for members to access it.
- D. Larry reported that the Stellaria Building where the board has been meeting is increasing its hourly rate to \$20 from about \$13.75. He suggested that alternate locations should be considered. Board members are encouraged to make inquiries.
- E. Larry reported that Klink Cycles has joined as a Business Member and Michael, the owner, has been riding with GEARs the past few weeks. His shop is on River Road.

7. Other Business

- A. Karen announced that Oct. 10 is "Walk and Roll" day. This event encourages children to walk or ride a bike.
- B. Larry will forward to board members via e-mail a bicycle safety guide book that has been offered by an author from the United Kingdom for posting on the GEARs web site. The book presents information from the UK perspective but much of the information is also pertinent to the U.S. He asks that the board review it so the request can be considered.

Time meeting adjourned: 7:28 PM

Anticipated time and place for next meeting: Tuesday, November 13, 2018, 5:30 to 7:30 PM
(Place to be decided).

Respectfully submitted,

Dave Zumbrunnen, Secretary
October 12, 2018