

PCC Board Meeting
December 15, 2015

Present: Charlie Smyth, Frank Modica, Daniella Birch, Michael Fuerst, John Prince, Richard Brannon, Nina Chanlin, Gene Grass, Kelley Wegeng

MEETING MINUTES:

TREASURER'S REPORT

- Insurance for club has increased because membership has grown. Will pay \$617 for forthcoming year. That means we will need to increase membership fees to \$17 for individuals, \$22 for family, \$12 for students (\$2 increase for all levels). This increase will take effect after January 10, 2016.
- Charlie motioned to authorize treasurer to pay insurance of \$617.75 for 175 members. **Richard** will count members for an exact number. Second by Frank & Daniella.
- Current balance: approx. \$6400 in the bank. We typically keep a \$5000 cushion.

BEST PRACTICES

How to welcome new members? Richard sends letters to new members. At weekly rides, make a practice to ask who's new, make them feel welcome, invite them to return at the end of the ride.

→ Activities Coordinator **John** can notify ride leaders about this.

How to get sponsors? See our [List of Sponsors \(bottom of document\)](#).

→ Bob used to talk to people. Perhaps **Gene** can do this.

LOCATION FOR PCC EQUIPMENT

Charlie & John are storing some of the equipment. Jeff Y. has tables and may be building storage that he might rent to PCC for cheap.

→ **Nina** will ask Jeff Y. about storage.

CUAP TIMELINE

Date for CUAP: August 27, 2016 (Sweetcorn Festival weekend).

See schedule/timeline for tasks: [Volunteer Task List](#)

→ **Can someone send information to Mike Bentley, LIB, Peter Davis/Champaign Cycle, area bike clubs, etc.**

→ Assign some "Way Before The Ride" tasks at the next Board Meeting.

SPRING RIDE

Poll PCC for interest in a spring ride event.

Would Visit Champaign County be interested in making this happen? Daniella has been in contact with them.

POLL

Daniella to send out a poll about (1) how PCC is doing, (2) a spring ride, (3) comments/suggestions for the Board and ride events.

NOMINATIONS

President: Nina Chanlin

Secretary: Ellen Hendrick? or Charlie??

Treasurer: Frank Modica

Activities: John Prince

Membership: Richard Brannon

Communications: Michael Fuerst

Publicity: Daniella Birch

At Large (2): Kelley Wegeng, Gene Grass

ANNUAL (END OF YEAR) DINNER

Date: January 10, 2016

Location/caterer: Biaggi's (2235 S Neil St, Champaign)

Cost per person: \$15, advanced RSVP.

→ **Frank** will notify Biaggi's of final number of people 48 hours in advance.

→ **Daniella** will send out an email after the holidays in January mentioning (1) RSVP for dinner, (2) discount membership dues "if you're interested in joining PCC."

→ **January 5 - Someone willing to call people & encourage them to join?**

→ Will people be able to pay for membership at the dinner event? Will we have a computer terminal for processing credit cards?

MEMBERSHIP DUES

Membership dues will increase after January 10, 2016 to:

\$17 for individuals

\$22 for families (up to 4 people?)

\$12 for students

Michael will make this happen on the web site.

JERSEYS

Sponsors for jerseys? There should be no cost for *removing* sponsor logos.

→ **Charlie** will call Peter/Champaign Cycle and Human Kinetics to request sponsorship.

When to place an order?

→ **Michael & Daniella** will formulate an online jersey order form to collect size & payment information.

→ **Frank** will place a jersey order in January after the Annual Dinner.

PCC Board Meeting
Meeting notes from 11/17/2015

Present: Charlie Smyth, Frank Modica, Daniella Birch, Michael Fuerst, John Prince, Richard Brannon, Nina Chanlin

AGENDA:

Treasurer's Report: hasn't changed since last month. I deposit the \$15 cash that I have on hand and counting the \$27.97 in Paypal, we have \$6407.85

NOMINATING MEETING

Date: Tuesday, December 15, 6:30pm (follows Board Meeting)

Location: Parasol or Co-op. Charlie & John will check on Parasol.

Nominate 8 Board Members: President, Treasurer (Frank), Publicity, Activities Director (John Prince), Events planners (3 board members, CUAP), Membership, Web Master, Secretary (Frank), Membership (Richard)

- **Charlie & John** will check on Parasol and let Nina know so she can send out an email.
- Post a call for nominations & date/location of nominating meeting again. (**Nina**)
- John as Activities Dir.
- Frank as Treasurer
- Nina can continue as At Large or President; up for anything.
- Richard as Membership
- Michael as Web Master
- Daniella? AJ? Kelley?

ANNUAL (END OF YEAR) DINNER

Date: early January because of less conflict with other holiday events

Location/caterer: Biaggi's (2235 S Neil St, Champaign)

Cost per person: \$20

Member price: \$15

Estimate 45-50 people

- Determine date for dinner: 1/10 or 1/17 (2nd choice), after 6pm
- **Frank** called Biaggi's 11/17. gave information on date (1/10 or 1/17), # of people (45-50), and our price point (\$20 including tip,) to hostess and she tentatively reserved 1/10 for us. Manager has my contact information and will call or email me. I will discuss price and menu options with the manager and pass on information to the rest of the board.
- Biaggi's update: manager mailed me menu information-I forwarded it to rest of PCC BOARD

LOCATION FOR PCC EQUIPMENT

Bob Morris & Charlie cannot store the equipment. Is there an alternative location for the equipment?

- Michael has a garage that we will can use. 111 North Lynn.
- **Charlie & John** will check out Michael's place on Saturday. Report back to Board.
- Can we rent storage? John proposed [Great Value Storage](#)

JERSEYS

Are enough people interested in purchasing PCC jerseys?

- Sponsors for jerseys? Bike shops, bike clubs--would we have to add their names to the jerseys? Charlie emailed Bob about jersey sponsors & will make a list of sponsors.
- **Can someone contact potential sponsors about donating to PCC jerseys?**
- **Frank** sent a copy of the summary sheet to Garneau for a price quote based on our survey numbers plus four extra jerseys, for a total of 31 jerseys and requested an exact price quote from the Garneau contact person.

CUAP

Pick a date for CUAP at next Board Meeting.

Create schedule/timeline for running CUAP.

Next Meeting: December 15, 2015, 5:30pm. Tentatively at Common Ground Co-Op.

Notes Respectfully submitted by: Frank & Nina

Prairie Cycle Club
Board meeting minutes from 10/20/2015

Present: Frank Modica, Daniella Birch, Michael Fuerst, John Prince, Richard Brannon,

Absent: Charlie Smyth, Nina Chanlin

Location: Lincoln Square hallway outside of Common Ground Food Co-op

Agenda/Discussion:

1. **End of year party:** Frank will call Biaggi's Jan 10 first choice or Jan 17 second choice. Seating for ~50 people. Sunday evening after 6:00 pm. What can we get for \$20.00 per plate, three entree choices: veggie, non-gluten, meat/pasta.
2. **Bike summit:** Daniella, John, and maybe Frank will attend for PCC--Frank will check on changing an appointment so he can go. Held at I Hotel.
3. **Bike jerseys:** Results of survey--18 responded to Daniella's survey. We will go with Garneau. Frank will email the contact person. mix of partial or full zippers but go with short sleeve in the order. Daniella will repost the survey. We will buy one extra jersey at each size and have them available at PCC events for purchase.
4. **Location for PCC equipment** --wait for next meeting. Ask Bob Morris when he's back in town.
5. **Nominating meeting at the December board meeting.** publicize the need for nominations. also personally ask people who might have in interest in serving on the board
6. **Treasurer's report for October.**
 - (a) Combined paypal (9 bucks or so as transferred the majority to Chase account) plus Chase is \$6215.65.
 - (b) Once everything hits (outstanding are two items: (i) the charge for the sandwiches for the end of season event--to show up as Jimmy John's. Oct 16, and (ii) Sam's Club charge for \$79 - for the ride for pop, chips, and plates, and fruit.)
 - (c) We are owed \$158 by the Illinois Organic Crop Growers Association for ride insurance that we covered. Charlie will follow up on this

Daniella will put up pictures for Rays Little Ride on both our website and facebook pages. She will get pictures from Charlie.

Daniella sent out CUAP follow-up survey. people liked the date. liked the routes. food question--would food option raise the price of the ride. people liked the location, parking. start advertising the ride much earlier in the year.

Next Meeting: Nov 17, 2015 at Common Ground Coop.

PCC Board Meeting 9/15/2015
Common Ground Co-Op, 5:30pm

In attendance: Daniella Birch, Frank Modica, Charlie Smyth, Michael Fuerst, Richard Brannon, John Prince, Nina Chanlin

AGENDA

TREASURER'S REPORT: \$7163.32 official balance after paying bills for CUAP

BIKE BOXES: board adopted resolution opposing bike boxes based on Charlie's recommendation. Daniella and Charlie will attend a meeting at Urbana City Council Chambers to present our position.

END OF SEASON RIDE:

Date: Sunday, October 18, noon

Location: Overflow parking lot at Illinois & Broadway (near Lincoln Square)

Daniella will email announcement

Nina will order sandwich platters (Subway at Pines? Jimmy John's?), chips, fruit, soda, plates, napkins, cups from Meijer's. We will use the pavilion at Homer Lake near the spillway. No problems with this location in the 20 years + we've had the party.

Vevi Brannon maybe will pick up food order & bring to Homer Lake

NOMINATING MEETING

Date: Tuesday, December 15, 6:30pm, Concurrent with December Board Meeting. hold at Parasol. we should publicize need for nominations as well as ask individuals to run for board positions. any information going out from PCC should also ask people to consider running for the board.

Nominate 8 Board Members: President, Treasurer, Publicity, Events Planning (3), Web Master

ANNUAL DINNER

Date: early January because of less conflict with other holiday events

Raise cost per person to \$15 (from \$10) or some other amount

Minnecci's, Piato's... Investigate ideas and present suggestions at the next Board Meeting.

LOCATION FOR PCC EQUIPMENT

Richard will ask Bob Morris if we can store equipment in his garage.

JERSEYS

Daniella will issue a survey to see how many people are interested in purchasing PCC jerseys.

Sponsors for jerseys? looking at \$60-\$80 price range based on quantities of jerseys that we order.

CUAP

New Board should select 2016 date in January.

Important files stored & shared online. suggestion: use a yearly calendar to help long range planning. Frank created a [calendar](#) with google sheets and shared it with the board.

Daniella volunteered to create a survey that we will send to CUAP participants to gauge reactions to our ride.

1. How early do we need to start working on it, and publicizing it?
2. Should we host the ride at a less competitive time?
3. What is the purpose of the ride (besides raising money for the club)?
4. Should we host two rides: One in the spring, one in the fall?
5. one suggestion: have an events planning committee--CUAP director, assistant director, past director

Next Meeting: Tuesday, October 20, 5:30pm

Location: Atlanta Bread (1905 S Neil St, Champaign, IL 61820)? ← AB had the 2nd highest average vote.

PCC Board Meeting Minutes 8/18/2015

Assignment of CUAP Tasks

Charlie

- Email Michael the hardcopy volunteer sign-ups
- Make route maps with John
- Mark the route. Coordinate with John
- SAG vehicle/driver - Email Jeff Y. to inquire about helping us out
- Call or text Nina (tel. 901-300-6462) on Friday, 9/4, evening so she can deliver food for rest stop kits
- Contact first shift (morning) rest stop volunteers by 9/3 via email to let them know when to pick up rest stop kits at Parasol

Daniella

- Solicit (call & email?) Durst & Champaign Cycle for sponsorship & donations. Jared Durst: jdurst74@gmail.com, Peter Davis: peter@champaigncycle.com
- Send out reminders on listservs about CUAP to garner ride participants & volunteers
- Advertise CUAP via Fb, Instagram, Twitter, Reddit, etc. Link to <http://www.prairiecycleclub.org/c-u-across-the-prairie-2015/>

Frank

- ???

John

- Share CUAP brochure file(s)
- Make route maps with Charlie
- Mark the route. Coordinate with Charlie.

Michael

- Send Charlie volunteer contact information by 9/3 for coordinating rest stops
- Advertise CUAP via Fb, Instagram, Twitter, Reddit, etc. Link to <http://www.prairiecycleclub.org/c-u-across-the-prairie-2015/>
- Update CUAP sponsor logos on website
- Keep CUAP registration page on website updated

Nina

- Get file from John. Make CUAP flyers & share file with PCC Board. Have flyers ready for Sweetcorn Fest, DeWitt, etc. Drop off flyers at Parasol on Friday.
- Solicit Neutral Cycle for sponsorship & donations. Tim Chao: campus@neutralcycle.com
- Purchasing of food to be delivered to Parasol on Friday, 9/4, evening

Richard

- Contact Casey's in St. Joe (manager: Tina Cunningham?)
- Contact Midwest Pottyhouse to procure a port-a-potty for Parasol & route marking paint

Master list of CUAP tasks & contact information found here:

https://docs.google.com/document/d/1C1KeBxfyXrhGr2Xa_tBjvYcMPB7on8squdQbG6Mz-4A/edit?usp=sharing

PCC Board Meeting Minutes

July 21, 2015

In attendance: Charlie, Michael, John, Daniella, Richard, Nina

CUAP

Food:

Did we come to any conclusion about food?

Pizza M as an option? Discount? Back room? At Parasol?

Volunteers:

Aug 18 Volunteer Party at Jupiter's At The Crossing What time ??

Put out call for volunteers. Daniella will email.

Volunteers: 3 rest stops (2 people per shift, 2-3 shifts each), make cookies, registration (2 people per shift, 2 shifts, starts at 7), SAG drivers, purchasing

Future tasks:

Richard will do a rest stop

Charlie & John will mark the route

Charlie will set-up at Parasol, 7am

Nina will do purchasing.

Who will coordinate rest stops?

KIND bars need at least 60 days notice for a donation. Next year.

Guessing 130-150 people for the ride

Need more cookies. Ran out last year.

Rest stop kits/boxes in Charlie's garage.

PCC

Advertising via Meet Up?

Richard reported 142 membership sign-ups.

Nina tasked with general organizing.

JERSEYS

Michael make a web form for jersey taking orders

Daniella asked Bob about jerseys

Does Louis Garneau still have our design?

Pricing & minimum orders for full-zip jerseys? Women's jerseys?

Compare to ATAC Sportswear?

TO DO

Daniella:

- Daniella will email out a call for volunteers.
- Daniella will solicit Einstein Bagels for a donation.
- Talk to DeWitt ride about advertising CUAP.

John:

- John will contact Subaru & Casey's.
- John has file for CUAP brochures. Make brochures for Quad Day & DeWitt ride & Sweetcorn Fest & Bike Project & bike shops.

Richard:

- Richard will contact Casey's.

Michael:

- Please update web site with volunteer job descriptions.
- Make a web form for jersey taking orders.

Nina:

- Minutes
- Look into ATAC Sportswear.
- Review last few years' CUAP purchasing lists.

**Prairie Cycle Club
Board Meeting Minutes Tuesday 6/16/2015**

In attendance: Daniella Birch (D), Michael Fuerst (M), John Prince (J), Charlie Smyth (C), Nina Chanlin (N)

KICKAPOO RAIL TRAIL DUATHALON:

D got a hold of someone from Kickapoo Rail Trail Duathlon (Aug 1). Sign up party next Tuesday, buy snacks for it, up to \$50. Pair cyclists with runners.

INSURANCE:

Don't need to record extra people for insurance but put it on for next year. C

JERSEYS:

Ordering on web site needed. J suggests a full-zip jersey. M can put a form on the web site. Pattern? Cost?

PCC:

Club advertising through Meet Up, in addition to current social media?

CUAP:

C will check with Bunny's for post-ride food discount. Who will do during-ride food? N can do purchasing.

J will contact Casey's.

C will contact Bob Morris for rest stop & food coordination information.

Sponsorship for CUAP. Bell? Non-profit orgs? People for bikes?

Ride advertisement?

Promote CUAP through regional ride lists online. J & D

Prairie Cycle Club
Board meeting minutes from 5/19/2015

Present: Charlie Smyth, Frank Modica, Daniella Birch, John Prince, Richard Brannon, Nina Chanlin

Absent: Michael Fuerst

Agenda/Discussion:

Treasurer's Report: We have a combined balance of \$6,522.36 (after 2 checks clear).
Charlie will start the process of transferring \$600 from paypal to our Chase account.

124 people signed up 2015 and 31 are family memberships for a total of 155 members
123 people signed up 2014-no breakdown for family memberships last year

question raised about making phone numbers for ride leaders available to riders.
safety issue on rides and also when people get lost. We started sharing #'s at the meeting
Richard will email the phone #'s to Frank and he'll put them into updated notes from this meeting.

Daniella has set up accounts with Reddit, Instagram, Twitter, and she is posting to Facebook.
How can we get the social media information on the PCC website?

Should we have a classified page on PCC webpage for bike related merchandise?-If people want to place any
kind of classified ad, do it through the PCC Facebook site.

Ride of Silence tomorrow. 7:00 pm at the I Hotel. People can meet there a bit earlier for planning

Kickapoo Duathlon in August: PCC members should participate because of tie-in to RTB.

National Bike Challenge: publicize event so more CU people sign up. Nationalbikechallenge.org

We can make Club Jerseys available for CUAP. Order all sizes based on sponsors

End the CUAP ride at Bunnie's in Urbana?

Charlie will contact people who have participated in CUAP who might commit to eating at Bunnie's after
CUAP this year-need a ballpark estimate.

Ford Harris set up at rest stop for CUAP. All routes will run through Ford Harris Park.

CUAP on Saturday of Labor Day Weekend. Sept 5

CUAP-Rejuvenate our sponsors? John wants to contact Bell about sponsorships for CUAP
business card for PCC? Charlie and Daniella will discuss options.

regional coordination of rides with area bike clubs and bike shops-who will talk to Peter Davis?

REPLACEMENT ride from Homer Lake June 20.

gravel route,ride to Sidney, ride to Kickapoo

Next Meeting:

June 23 Fourth Tuesday

respectively submitted by Frank C Modica

Prairie Cycle Club
Board meeting minutes from 4/21/2015

Present: Charlie Smyth, Frank Modica, Michael Fuerst, John Prince, Richard Brannon, Nina Chanlin

Absent: Daniella Birch

Agenda/Discussion:

Treasurer's Report: We have \$6177.69 in our Chase account and \$531.34 in Paypal (another round of renewals - we should send out reminders for insurance coverage purposes. Folks should renew their membership if they haven't already).

Total = \$6,709.03

Richard Brannon sent out renew reminders to 2014 members who hadn't renewed for 2015. He also made contact with Geraldine Goldberg. He hasn't heard from either Nancy Lane and/or Mike Postula. He sent them a letter.

Suggested move for CUAP to Saturday Sept 5- before Labor day because of conflicts with other rides in the area

Discussion regarding CUAP-food at sites:

- (a) Major rest stop for food: Ford/Harris-- revise rides so they all go through Ford/Harris routes will also change because of road construction. will need to reserve Ford/Harris for CUAP. Charlie will follow up on this item-he contacted them last year
- (b) Talk to Bunnies Restaurant in downtown Urbana about ticket for food after a ride.
- (c) The other rest areas would be stocked with gatorade, cookies but not much major food

Start getting the bike clubs together for coordinating bike events next year and cooperate instead of competing against each other. For instance we moved the date of our ride to accommodate the De Witt ride--ask other clubs to help us by publicizing our ride

Daniella: contact two websites about publicity, text Peter Davis for contact info for IL bike summit meetings De Witt County, C of C in Monticello, Springfield Bike Club, Decatur, Bloomington Pedal for Kicks Daniella talk to John, Charlie, and Peter Davis.

Peter has lots of ideas and willing to help produce flyers to all the regional clubs and bike clubs and help in other ways

Social media - Daniella volunteered to represent us on social media- FB & Twitter, though Twitter not as effective. PCC already has a Facebook account

No Ogden Lions Ride this year-need a replacement for that ride in June

- (a) Do ride as a concept--not a sponsored ride but ask riders to contribute \$ for food
- (b) suggested at Homer Lake to try out the routes-beta for a future road
- (c) two loops: family friendly and a gravel route with end points Homer Lake, Sidney Dairy Barn, Kickapoo Landing, Sleepy Creek Winery for a turnaround on the gravel ride. Work with those three places to accommodate the ride

Next Meeting: Tuesday May 19 5:30 Jupiter's at the Crossing

respectively submitted by Frank C Modica

Prairie Cycle Club
Board meeting minutes from 3/17/2015

Present: Charlie Smyth, Frank Modica, Daniella Birch, John Prince, Richard Brannon

Absent: Nina Chanlin, Michael Fuerst

Agenda/Discussion:

Treasurer Report and 2015 Budget

Our fund balances are \$6262.64 at Chase and \$211.10 in Paypal for a total of \$6473.74.

Expenses for this year (Are these expenses for the past year 2014 or for the current year 2015?)

Annual Post office box fee, web site, insurance--approved at board meetings-

Our big ticket donations: Kickapoo Trail, Bike Summit

Bike Summit: table space, 4 paid entries for Bike Summit at IHotel in October

Bike to Work Month sponsorship \$250- approved by motion at board meeting

\$1000 for Rails to Trails Fund

Charlie moved to approve the budget for 2015, Frank seconded, and the Board approved.

Season kickoff/Membership meeting/party on April 7 5:30 at Jupiter's at the Crossing, will include a membership vote to approve the 2015 budget. Charlie will make copies of the budget available for the meeting and post a read only link on Google docs for the budget before the meeting.

Rails to Trails

Feedback about trail progress-volunteer days-- what can people in Prairie Cycle Club do to help the trail?

Support within the community for volunteer work might help funding for the trail.

Champaign Forest Preserve District--is there local support for the trail?

Federal money for the trail.

CUAP-

We made money over \$2000 from the 2014 CUAP

This year's date (Aug 29, 2015) coincides with the Decatur--Lake Clinton Ride

Proposal: offer support and help for Decatur if they change the date

Change the route for CUAP? Do something more elaborate?

Check with Bunny's for August 22 to have dinner specials at a rescheduled CUAP

Ask membership if they want to do Decatur ride or CUAP?

Written proposal for membership party about choosing between Decatur ride on 8/29 or a separate ride for CUAP on 8/22.

Next Meetings: Full membership Tues April 7, 2015 at Jupiter's at the Crossing
Board meeting Tues 4/21--Pizza M 5:30

Prairie Cycle Club
Board meeting minutes from 2/24/2015
@Jupiter's at the Crossing

Present: Frank Modica, Michael Fuerst, John Prince, Richard Brannon, Nina Chanlin, Daniella Birch

Absent: Charlie Smyth

Agenda/Discussion:

Frank moved to accept the meeting notes from January. Seconded by Richard Brannon. Approved.

Treasurer's Report:

Charlie transferred \$600 from paypal to our Chase account: \$6262.60 plus 196.84 still in Paypal for a total of \$6,459.44.

Richard deposited two \$20 checks to our account for memberships.

Insurance: The rates for the club have gone up. increased rates and more members how can we make up the increase? increased 60 cents per person. Charlie will check out why the insurance rates have gone up so much.

Suggestion: Increase rates for CUAP. our fees are very low. \$5.00 increase for regular and family rates.

Report of membership 66 people have signed up. memberships, including 21 family memberships, for a total of 87 people.

42 people attended the membership meeting and dinner at Minneci's
Kick off meeting April 7, 2015, 6:00 – 8:00. Jupiter at the Crossing in Champaign
respectfully submitted by Frank C Modica

Next Meeting: Tuesday March 17 5:15pm.

**Prairie Cycle Club
General Membership Meeting minutes from 1/25/2015**

Present: Charlie Smyth, Frank Modica, Michael Fuerst, John Prince, Richard Brannon, Sue Jones

Absent: Robert Morris

Agenda/Discussion:

Yearly holiday party and General Membership Meeting held at at Minneci's Restaurant
Meeting called to order by John Prinz 6:30 pm for the election of the new PCC board for 2015

President: John Prinz
Treasurer: Charlie Smyth
Activities: need someone to fill this post
Membership: Richard Brannon
Secretary: Frank Modica
Publicity: Daniella Birch
At Large: Nina Chanlin

the slate was approved by the general membership.

Motion moved by John Prinz and seconded by Richard McClary

No other business was discussed at this event.

In attendance: Daniella, Michael, John, Charlie, Nina

KRT DUATHALON:

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