

**September 2019 Minutes - PCC Board Meeting
Ellen Hedrick's House - September 8, 2019**

Present: Kurt Bobsin, Richard Brannon, Michael Fuerst, Ellen Hedrick, Susan Jones, Frank Modica
Andrea Stack

Absent: Sue Ellen Finkenbiner; Steve Hankel

Minutes from August meeting

Approved as submitted [Jones; Modica]

- Follow up action: Michael will post to website

Treasurer's Report:

Current balance \$5,989.02

Membership

15 members to date for 2020

PCC Tour

- Weather conditions [rain] impacted participation
- Felt that advertising and promotion was much improved this year

Registration

- 58 pre-registered [50 of these actually showed to ride]
- 25 day of registrations
- 75 actually rode
- Non PCC members: 55 [as per Brannon 8/26/19 email]

Post Ride Survey

- 11 completed day of ride; surveys were put out at tables; needed a volunteer going around to make sure they are filled out to improve response rate
- Follow up action: compile and sent out results to board [Bobsin]

Finances [as of 9/8/19]

Revenues

| | |
|-----------------------|-------------|
| Registration fees: | \$2,956 |
| Sponsor donations: | \$625 |
| KRT direct donations: | \$183 |
| T-shirts | \$60 |
| Extra lunches | <u>\$21</u> |
| Total: | \$3,845 |

Expenses

| | |
|-------------------|--------------|
| Admn/Registration | \$798 |
| Food | \$908 |
| Routes | \$242 |
| Advertising | \$30 |
| Tub Supplies | <u>\$111</u> |
| Total: | \$2,089 |

Net profit: \$1,756

Motion [S. Jones; E. Hedrick]: KRT donation \$1,200 [\$183 direct donations; PCC \$1,017]

- Follow up action: present check to CCFPD with notation of how donation is to be used
- Email/text Sue Ellen with any outstanding reimbursements for expenses; send receipts

Activities

→ ***End of Year Ride***

- Date options: 1st choice – October 13th 2nd choice – October 20th
- Location: Meadowbrook Park pavilion
- Time: 1 pm departure Food served at 4 pm
- Ride route to Homer Lake and return {~28 miles}
- Food offerings: burgers and chips Snacks & drinks @ Homer Lake
- Follow up action: Andrea will confirm shelter reservation with UPD

→ ***Winter meeting***

- Date: Jan 12, 2020 Time: 5:30 pm social hour 6:30 pm dinner served
- Location: TBD {Logic; IL Terminal}
- Invited sponsors to include meal: GAH – Subaru – Durst Cycle – McDonalds – iMatter Photography – retiring ride leaders [7 total]
- Recognition/Awards: retiring ride leaders: [Jim Witte - 16 yrs Ann Robin - 26 yrs]
 - Follow up action: Andrea will check on Logic availability and suitability
 - Follow up action: Frank will contact Lance McGrew who volunteered to produce recognition plaques for retiring ride leaders

New Business

→ ***Future activities*** for consideration

- Consider sponsorship of full moon rides
- Conduct century ride training for club members

→ ***Table covering*** for Outreach & Publicity events

- Will look into purchasing weather resistant covering for club's table [6ft]
- Specs: weather proof [resistant]; woven vs. silk screen graphic; black table covering with yellow graphic of PCC logo
 - Follow up action: Frank will check with vendors about cost

→ ***Collaborative rides*** with other clubs

Discussion in particular with Vermilion County and fund raising for the KRT

- Follow up action; Frank will make contact with Vermilion county group to determine interest level and set a meeting for discussion and potential action

Adjourned Next meeting October 6, 2019 @ Harvest Market

**August 2019 Minutes - PCC Board Meeting
Harvest Market - August 4, 2019**

Present: Kurt Bobsin, Richard Brannon, Michael Fuerst, Steve Hankel, Susan Jones, Frank Modica
Andrea Stack

Absent: Sue Ellen Finkenbiner; Ellen Hedrick

Minutes from July meeting

- Follow up action: post to website [Michael]

Treasurer's Report: (submitted via email 8/2/19)

Current balance \$4,665.35

Follow up action

- Sue Ellen's email to submit report that will automatically keep track of our expenses by the month/year to date/along with the budgeted amounts as well as the previous year.

Membership

148 members

44 new/104 renewals

Activities

Volunteer Pizza Party @ Jupiter

Cost: \$134.40

Generated 9 sign ups

Neighborhood Nights @ Meadowbrook Park; August 7, 2019

sponsored by Urbana Park District

Invited to participate & set up table. No one is available

Follow up action:

- Sue will get PCC Tour flyers and registration forms to Jeff Yockey who agreed to promote at CCB table

PCC Tour

Registration 11 to date

Promotion

McClellan County Wheelers agreed to promote ride on their website

Suggested promoting through some surround bike clubs [Springfield – Decatur]

Follow up actions:

- Teri Stoerger will send out to Springfield & Decatur clubs
- Richard will continue to promote via email.

Volunteers

7 more slots still need filled; particularly for grilling and rest areas

Post Ride Survey

Agreed that survey is needed

Follow up action: Kurt will draft up survey & sent out for review

New Business

Future activities for consideration

- Consider sponsorship of full moon rides
- Conduct century ride training for club members

Adjourned Next meeting September 8, 2019 @ Harvest Market

Prairie Cycle Club Board Meeting Minutes
Harvest Market 2029 S. Neil St; Champaign
July 7, 2019

Persons present: Andrea Stack, Frank Modica, Steve Hankel, Richard Brannon, Michael Fuerst, Susan Jones

6:37 Meeting brought to order.

Minutes from last meeting noted as being incomplete; additions were made noting that we had discussed the Tour at length, successfully got ride information on the Mike Bentley "Midwest Rides" websites, and approved purchase of "Prairie Cycle Club" table cover by August. We'll not formally approve them because too many items are also on tonight's agenda. [Sue will take notes and send them out early next week.](#)

Old Business

Newsletter: Steve Hankel has been sending things out :)

PCC Tour

We need to figure out where all the vector files for our sponsors' images are, get them to the shirt company, and figure out how to get them on fliers, too. Andrea and Steve and Sue will work on this and will check w/ Kurt (who isn't here) about the ranking of sponsors (we have 3 levels that determine how often and how large their logos are put on shirt, publicity materials).

[Frank Modica will follow up with Durst, Brewlab and Champaign Cycle.](#)

Treasurer's Report: (from our absent treasurer)

Current balance \$4005.44

End of May was \$3632.72

Noted that we received a donation via PayPal for \$10 minus the PayPal fee, as well as 2 registrations for rides. We need more registrations for rides!

From Sue Ellen's email:

I'm working on a new board report that will automatically keep track of our expenses by the month/year to date/along with the budgeted amounts as well as the previous year. The form is built but breaking out the PayPal income by categories such as membership, payments for KRT donations, PCC ride registration, PCC shirt purchase, Bike Touring Seminar registration, Annual dinner registration, etc. is a work in progress.

We're up to date with our insurance needs for the ride.

THANKS SUE ELLEN :) :) :)

Membership

145 members; 41 new.

This is DOWN from last year when we had 182 members, 61 new.

PARTEEE for VOLUNTEERS!!!

Some notice has been sent; it's on signupgenius.com

[Richard will continue to promote via email.](#)

Andrea noted that some people might be reluctant to send their personal information on a signup website for privacy reasons so text will be added so people know they can contact her directly.

Steve said that Kurt asked us to post the River to Rail ride — it was in the newsletter but

Richard will send out an email dedicated to it.

(He noted that the ride's not 'til September so posting after July 4 seemed to make more sense.)

Andrea will contact Champaign County Forest Preserve about logo and getting volunteers from them.

Some discussion about whether we want the Kickapoo Rail Trail logo since they're not a sponsor; they're the beneficiary.

If there are logos we can't get a vector file for, Sue will change them from .jpg or whatever.

Sue will distribute fliers; will add logos to them if possible but goal is to start distributing Friday July 12 (she has Fridays off).

Richard suggested including coffeehouses such as Panera.

Andrea noted that we hadn't organized sizes of logos, etc. for placement on shirt. Suggested brief powwow after this meeting w/ Frank and Sue.

Website:

Michael noted that regarding the ride there are three links, for finding out more information, for registration, and for volunteering.

Activities:

We tried to call but didn't reach her.

New/Future Business

Frank brought up the end of season ride. Andrea asked what it entailed; Sue and Frank said we reserved Homer Lake and ordered from places like Jimmy Johns and had sodas for drinks; that it didn't require immediate action.

End of year party: everyone agreed that moving it to January was meet and right; people liked Biaggi's but we should explore venues like the Terminal which may be less expensive but also provide reasonable catering.

Meeting *Adjourned* but nobody left so we discussed tour details.

We clarified who was responsible for which logos;

12 Frank will get Einstein, Champaign Cycle and Brewlab logos

Andrea will get the Athletico (and Varsity Striping?) logos since Kurt is out of the area.

Sue offered her phone for use in sag vehicle so that Richard's phone could be "home base" phone for the ride (his was sag call last year but we did not have a roving sag; we didn't have Subaru providing vehicle).

Prairie Cycle Club Board Meeting Minutes
Harvest Market 2029 S. Neil St; Champaign
May 5, 2019

Attendees: K. Bobsin; R. Brannon; S. Finkenbiner; M. Fuerst; S. Hankel; E. Hedrick; S. Jones; A. Stack
Absent: F. Modica

Minutes [Bobsin]
minutes from April board meeting approved [Hedrick; Finkenbiner].

Action: Michael will post to website

Budget Report [Finkenbiner]

- Monthly expenditures report; approved as amended [Jones; Stack]
- Discussed future reports to include running totals [YTD] by budget categories

Membership Report [Brannon]

127 members to date; mostly renewals; 8 -10 new members

Administrative

- Volunteer incentives for PCC Tour approved via on-line
 - Will provide T-shirts for those who choose to receive one; free lunch; waive registration fee for those choosing to ride
- Will purchase folding table for setting up PCC table at community & bike events. Motion to spend up to \$40 approved [Jones; Stack]
Action: Sue Ellen will purchase; Sue will confirm if she has club table from previous purchase before we proceed
- Go Fund Me donation for injured bicyclist suggestion from club member; discussion and action for dealing with such requests
Action: Position will be to encourage individual donations via PCC email communication. Richard will send email blast accordingly
- PCC website access via Google has some broken links; work around solution is to type in PCC URL to browser instead of clicking on Google search link

Activities Report [Ellen]

- Community Bike Sale – generated \$608 for KRT from sale of jersey, bike parts & accessories
- Moon light ride [May 18th] – will continue to fundraise for KRT by selling jerseys
Action: Andrea & Ellen will coordinate with setting up and selling jerseys to benefit KRT
- Bike Month Celebration [May 22nd] @ Weaver Park – will set up table for PCC presence at event
Action: Frank will man table
Sue will have brochures/flyers for event; bring PCC banner, table and chairs
Ellen will contact Jeff Yockey for bike rack to display jersey to be sold to benefit the KRT
- Spring Metric [May 18th] 9 am staged out of Weaver Park

Publicity [Steve]

Friends of the Kickapoo Rail Trail Vermilion County request to advertise their River to Rail annual fundraiser for KRT

Action: Michael will post to PCC website; Richard will send email to membership to promote; Steve will include in upcoming issues of C-U Cycle

PCC Tour – 2019

- Andrea has solicited \$75 sponsorship from Fischer Bank of Mahomet; will send thank you letter
- Fee structure discussed, revised and approved as follows:

2019 PCC Tour pricing

| | Early Bird Registration by July 27th Register before July 27 | Regular Registration Registration day of August 17 |
|---|---|--|
| Individual rider w/T-shirt | \$50 | N/A |
| Individual rider no T-shirt | \$35 | \$40 |
| Additional T-shirt | \$15 | \$15 N/A |
| Family Ride per household no shirt/no lunch | \$15 | \$15 |
| Additional Lunches | \$7 | \$7 |

Action: Michael will post revised fees to PCC website; Richard will notify websites on which ride has been posted as to fee changes

Next meeting: June 2, 2019 [Sunday] 6:30 pm
 @ Harvest Market [upstairs] 2029 S. Neil St Champaign

Prairie Cycle Club Board Meeting Minutes

Harvest Market 2029 S. Neil St; Champaign

April 7, 2019

Attendees: Kurt Bobsin, Michael Fuerst, Steve Hankel, Ellen Hedrick, Sue Jones
Frank Modica, Andrea Stack,

Absent: Sue Ellen Finkenbiner; Richard Brannon

Minutes [Modica/Stack]

minutes from March board meeting approved.

Action: Michael will post to website

Budget Report Frank presented [via Sue Ellen] the March account activity

Membership Report

noted membership update number submitted via Richard. Currently @ 98

Membership promotion and sign-ups will continue at upcoming Cycling Season Kickoff party @ Jupiters

Action: Sue Ellen bring the dongle to party; Ellen will include reminder about membership renewal when she advertises party with email notice

Administrative

- Business cards with 2019 ride, club contact and the PCC Tour date is needed

Action: Ellen will update and get business cards printed for 2019 season

- Champaign County Bikes [Jeff Yockey] has requested financial support in promoting Bike Month Motion made for \$427.75 [Ellen/Frank] *approved*

Activities Report [Ellen]

- Cycling Season Kickoff party @ Jupiter's April 16, 2019 5:30 – 7:30 pm

Action: Frank will develop agenda for business meeting and any appropriate handouts

- Community Bike Sale May 4th - PCC will have "garage sale" table at event to sell bike apparel and any equipment other than bicycles **Action: Ellen has made arrangements and will staff table**
- Womens' Tuesday evening ride dinner was well attended [~25]; potentially 4 – 5 new riders for club membership
- Cycling Tour Seminar concluded with maintenance program @ Champagin Cycle; application opportunity weekend of April 13-14th with overnight ride to Kickapoo; Series was very successful and will plan on repeating
- Trail Town Connections meeting held March 29, 2019 @ Wheelhouse Restaurant in St Joe
 - o 30 – 35 in attendance representing civic organizations; municipalities; bicycle riding organizations and governmental agencies involved with KRT PCC represented by Kurt
 - o KRT progress and status updates presented
 - 2.2 miles of trail in Vermillion county east of Oakwood scheduled to be completed this fall or spring 2020
 - Construction of 1.3 mile segment owned by IDNR [including trestle bridge] scheduled to be bid in August
 - Bid for remainder of trail design from St Joe to Champaign county line has been award
- Lincoln Heritage Area Bike Event [2020] PCC will collaborate with Bloomington-Normal Wheelers; Sue Jones will be point of contact

Publicity [Steve]

- *Let CU Cycle* continues to be the go to source for biking activities, events and opportunities in the Champaign Urbana area. Check out current and past issues at:

<https://us16.campaign-archive.com/home/?u=6b84891cfb5275cbc775540b0&id=c5132a2b43>

- o Newsletter publication is once/month [Nov thru March]; twice per month [April – Oct]
- Club activities and events continue to be promoted and advertised in ***C-U Cycle newsletter*** and posted to PCC Facebook page

Action: board members are to send Steve activity and event information in a timely manner to ensure adequate time for inclusion in the *Let CU Cycle* newsletter

Action: board members involved with setting dates for activities and events should update planning calendar ASAP

PCC Tour – 2019

- Sponsorships being solicited [direct and in-kind contributions]
- Ride shirt vendor and shirt selection made
- Promotional material development underway [brochure; flyers]
- Information for registration launch finalized [fees; routes; date; location; etc]

Action items

- **Michael:** post 2019 PCC Tour information and registration on PCC website
- **Sue:** develop brochure; finalize sponsorship letter; get small fliers produced for spring kickoff event
- **Kurt:** get information needed for registering and promoting event to Steve/Michael/Richard
- **Andrea;** move forward with getting ride shirt option verified with Campus Ink; continue working on lunch options with food trucks
- **All:** begin contacting assigned potential sponsors and confirming commitments

Next meeting: May 5, 2019 [Sunday] 6:30 pm
@ Harvest Market [upstairs] 2029 S. Neil St Champaign

*Prairie Cycle Club Board Meeting
Harvest Market
2029 S. Neil St; Champaign*

March 3, 2019 6:30 pm

Minutes [Kurt] – Feb 3, 2019 board mtg minutes for approval

Actions taken since last board meeting

Date for the Tour is set for Aug 17

- Committee to meet within the next couple of weeks to begin planning
- Kurt – secure commitment from GAH and White Heath Community Center [Sue Trusty] **DONE**
- Ellen – secure reservation from LOW pavilion from Champ County Forest Preserve **DONE**
- Steve – will begin to develop promotional flyer once date has been confirmed **READY to do a “Save the Date”**
- Frank – will send out information about past sponsors and donations **DONE**
- **Frank also contacted Alexx to help with volunteers-she agreed**
- **Frank contacted Nina Chanlin about helping with the ride-she agreed to help**
- Richard - Will send advertisement to Mike Bentley and Bike Rides Indiana as soon as we are set **READY**

Date for the Season Kickoff Party is set for April 16

- Andrea will this up with Jupiter’s at the Crossing **DONE**

Discussions since last board meeting

- Concerning the January meeting/dinner, Biaggi’s charged us \$8 per attendee for each buffet entree ordered. We ordered 3 entrees (one meat and 2 vegetarian), wo Biaggi’s charged us \$24/attendee. Next year, if Biaggi’s pricing remains the same, we can save \$8/attendee by ordering only one meat and one one vegetarian entree

Budget report [Sue Ellen]

Membership report [Richard]

Administrative

- Volunteers
- Year long planning calendar saved in google sheets-

Activities Report - Ellen

- Almost have the webpage for the weekly rides ready to send to Michael. Have gotten feedback from most ride leaders.
- Spring Metric May 18 needs to be added to website.
- Panel series - Held the first session last Wednesday. Good turn out. Steve gave a very good presentation. Next session is March 13 at Urbana free library at 6 and mechanical class is on March 27 at Champaign cycle, what time?
- Show and Go Eat Dinners -dropping this; no interest shown by folks who originally wanted this
- Happy Hours - next at Esquire on March 6, 5:30pm; will be the last of this winter ??
- Bike clothing garage sale/swap meet- same day as used bike sale? Ask for minimum donation per item, proceeds to KRT...

Publicity Report- Steve

Newsletter

Facebook

Old Business

- PCC Jersey project-individual or committee willing to tackle it?
- Picture for old jersey sent to Andrea

New Business

1. PCC Tour-update from Bike Tour Planning Committee
2. Next action items for Bike Tour
 2. Contact American Specialty Insurance for preliminary insurance certificate
 3. Start confirming sponsors from previous lists-do we need to divide up the sponsor list?
 4. New sponsor suggestions?
 5. Draft registration page
 6. Subcommittee suggestions to spread out the work (current committee-registration, food, publicity, routes, volunteers)
 7. Publicity progress-flyers, social media

Action items by Next Meeting

Next Meeting:

3. *April 7, 6:30-8 pm, Harvest Market-agenda sent out no later than Sunday, March 31.*

Prairie Cycle Club Board Meeting Minutes
Harvest Market 2029 S. Neil St; Champaign
February 3, 2019

Attendees: Kurt Bobsin, Richard Brannon, Michael Fuerst, Steve Hankel, Ellen Hedrick, Sue Jones, Frank Modica, Andrea Stack,
Absent: Sue Ellen Finkenbiner

Minutes [Kurt] reviewed from 12/2/18 Board meeting; 1/6/19 Board Retreat; 1/13/19 winter meeting; approved [Hedrick/Modica]

Budget Report [Frank]

- Discussion about reporting and documentation of financial reports and ledgers
- Monthly budget report summary and ledger updates at each board meeting
- Categories and descriptions need more detail
- Clarification about annual winter meeting expenses & revenues needed
- No action taken on reports as submitted; deferred to March meeting

Action: Frank will work with Sue Ellen on the detail and format of future financial reports

Membership Report [Richard]

2018 - 182 members
2019 - 84 [to date]

Administrative

- Board documents are available and accessible via PCC Google Docs
- 2019 Rides – all ride leaders have recommitted for the 2019 season
 - Need new ones; no training being planned for ride leaders
- 2019 Planning calendar should be updated regularly via Google Sheets
- Volunteer list posted for identifying and recruiting help for tasks; projects and committee work

Action: board members involved with setting dates for activities and events should update planning calendar ASAP

Activities Report [Ellen]

3. Happy Hours

- Good turnouts; club appetizer purchase averaging ~ \$100/event
- Next one: Feb 6th 5:30 – 7:30 pm @ Triptych

8. Couch Potato Dinners

- Poor turnout for January gathering
- Next one: Feb 21st @ Crane Alley – Urbana any notices sent will include RSVP to Rich Furr at rfbike@sbcglobal.net

4. **Bike Touring Seminar Series**

13 signed up schedule as follows:

1. "Planning & Resources" February 27, 2019 Champaign Library 6 – 8 pm
2. "Gear" March 13, 2019 Urbana Free Library 6 – 8 pm
3. "Maintenance on the Road" Champaign Cycle TBD 3/27 or 4/3

D. Eskimo Pie Ride Sunday March 31, 2019 1- 5 pm @ LOW Pavilion

- Club will participate to create awareness and promote [Ellen]

E. Set date for Season Kickoff Pizza Party for Tuesday April 16 (with backup date of the 9th)

- Action item: Andrea will set this up with Jupiters and coordinate date with Second Wind Running Club so we don't have our pizza parties on the same night
- time will be 5:30 to 7:30 with pizza coming out in waves starting at 6

F. Set date for start of ride season for Saturday April 20

Publicity [Steve]

- Club activities and events will be promoted and advertised in **C-U Cycle newsletter** and posted to Facebook page
- Newsletter publication is once/month during winter; semimonthly during season

Action: board members are to send Steve activity and event information in a timely manner to ensure adequate time for publicity

Action: board members involved with setting dates for activities and events should update planning calendar ASAP

PCC Tour – 2019

Planning Committee formed: Andrea, Sue, Frank, and Kurt

Date set: August 17th {Sat}

The consensus was to stage the event again out of Lake of the Woods and incorporate the GAH and White Heath community center as rest areas
Benefactor will be the KRT

Action:

- Committee to meet within the next couple of weeks to begin planning
- Kurt – secure commitment from GAH and White Heath Community Center [Sue Trusty]
- Ellen – secure reservation from LOW pavilion from Champ County Forest Preserve
- Steve – will begin to develop promotional flyer once date has been confirmed
- Frank – will send out information about past sponsors and donations
- Richard - Will send advertisement to Mike Bentley and Bike Rides Indiana as soon as we are set

Next meeting: March 3, 2019 [Sunday] 6:30 pm
@ Harvest Market [upstairs] 2029 S. Neil St Champaign

Prairie Cycle Club Winter Meeting Minutes
Biaggi's - Champaign
January 13, 2019 5:00 pm – 8:00 pm

Approximately 50 – 55 PCC members and guests attended the annual winter meeting of the Prairie Cycle Club. The following business was conducted and presided over by Treasurer [Modica] in absence of President [Grass] as per current bylaws protocol.

2018 Budget report [Frank Modica – Treasurer]

Copies of the 2018 budget were distributed. Brief overview of revenues and expenditures presented. No discussion or questions by the general membership. Unanimously approved by voice vote.

PCC Officer Election

Slate of 2019 officers nominated and presented as follows: [Frank Modica; Charlie Smyth]

President – Frank Modica
Treasurer – Sue Ellen Finkenbiner
Secretary – Kurt Bobsin
Activities Director – Ellen Hedrick
Website Editor – Michael Fuerst
Publicity Director – Steve Hankel
Membership Director – Richard Brannon
Directors at Large – Sue Jones; Andrea Stack

Floor nominations solicited; none received.

Motion to approve slate of officers as presented [Frank Modica; Charlie Smyth] Unanimously approved by voice vote.

Ride Leaders [Hedrick]

Gift certificates were presented to 2018 ride leaders in attendance:

Jim Witte – Anne Robin – Teri Stoerger – Richard McClary – John Prince – Peter Davis – Rich Furr – Sue Jones – Ellen Hedrick – Annette Stumpf

Bylaws [Frank Modica; Laura Schwenker]

Proposal to revise current bylaws [Sept 2016] as sent out to membership in advance of voting as per bylaws. Various changes to clarify wording, acknowledge the board making decisions via online votes and clarifying how to remove a board member when needed. Unanimously approved by voice vote.

Business meeting adjourned.

Following dinner,

Presentation made by Mary Ellen Wuellner; Executive Director [Champaign County Forest Preserve District] on the Kickapoo Rail Trail.

Appreciation plaques awarded to sponsors of the 2018 PCC Tour:

Champaign County Forest Preserve District [Mary Ellen Wuellner]
Champaign Cycle [Peter Davis]
Gibson Area Hospital [Dr. Chris Dangles]

i Matter Photography [Marsha Dreger] acknowledged for work in photo documentation of the PCC Tour and content contributed to slide show presentation during the dinner and meeting.

Door prizes awarded. Gift certificates purchased from Champaign Cycle, Durst Cycle, Neutral Cycle by Sue Ellen Finkenbiner. Reimbursed by Frank Modica with a \$150 check

Prairie Cycle Club Board Retreat
Minutes
1409 W Green St; Champaign
January 6, 2019 2:00 pm - 5:00 pm

Attendees – Frank Modica, Richard Brannon, Michael Fuerst, Ellen Hedrick, Sue Ellen Finkenbinder, Steve Hankel, Andrea Stack (absent Kurt Bobsin, Sue Jones)

Approve Minutes – tabled approval of December 2, 2018 minutes for Feb Board meeting

Topics for Retreat

- Benefits of membership -
 - Richard has a list of benefits on the website <http://www.prairiecycleclub.org/about/> (seems like this info should be on the Join page, not the About page)
 - he added that the club buys hors d'oeuvres at the happy hours.
 - Frank and Ellen said that we should also list things such as learning group riding skills and getting to know routes
 - (actually after I looked at it while writing this, I sent Richard a whole slew of updates; info is way out of date)
- Status of membership
 - Richard reported 181 members in 2018
 - 56 signed up for 2019 currently (get most sign ups at April pizza party)
 - numbers have increased slightly in the last few years
 - *(someone can add real stats, if they like)*
- Steve asked if we want to host events with the intent to invite new members
 - The April pizza party is for that
 - New members tend to show up at the annual meeting/winter party
- What is our “reach”
 - prairie-cycle-club@googlegroups.com reaches about 500 e-mail addresses;
 - Champaign County Bikes has about 200 addresses
 - Used to advertise PCC events
 - Will have to allow non-members (hopefully those will be prospective members)
- Zwift indoor winter cycling opportunities
 - Ellen gave an update
 - Lance McGrew and Jay Reutter have spearheaded this
 - We don't intend to be proprietary, but Zwift is a nice, easy to use, fun platform
 - Have about 10 PCC members using it, that I am aware of
 - Frank and Ellen said the Club supports it since it is about bike riding and is social
 - Lance set up the following page: <https://www.zwiftpcc.org/>

- Membership Benefits could include Zwift and that web link
- Ellen needs to send ride leader list to Richard again (for Starbucks gift cards) - *DONE*
- Ellen needs to contact ride leaders to see if they will continue in 2019 - *DONE (everyone has been contacted) will get updates and provide them to Michael)*
- getting volunteers to help with events, committees, events outside of PCC, but bike oriented (CCB (bike rodeos, light the night, farmer's market tent, bike to work day), Bike Project, IL Marathon bike volunteers, etc)
 - discussed tracking volunteer hours and incentives
 - SWRC uses a spreadsheet, has one person that manages it
 - we could do a Google Sheet, should we give everyone access or get info from organizers and have someone entering the info
 - discussed listing volunteer opportunities for members
 - ** item needs more discussion **
- Annual Meeting and Dinner: voted to give door prizes
 - Sue Ellen will purchase 2 x \$25 gift certificates from Champaign Cycle, Neutral Cycle, and Durst Cycle-Frank will reimburse her
 - Board Members not eligible to win
 - Starting next year, board members will get a free entry to the annual meeting and dinner
 - Also discussed some mileage logging competition and volunteer hour logging and awards for next year - *warrants further discussion*
- Frank reimbursed Ellen \$84 for appetizers at December Happy Hour
 - used cash, so he now is owed the reimbursement from the club-Frank will write check for \$84 from the checkbook for reimbursement..
- Training people/volunteers to become board members - training board members (Frank)
 - Sue Ellen and Frank need to share notes on Treasurer
 - Andrea will get trained as we go along
 - Make focus of February Bd Mtg the Annual TOUR
 - Frank will talk to Nina Chanlin and other past presidents for pointers about leading the club as PCC president.
- Planning more show and go dinner rides on weekends-anyone can post a show and go.
- Facebook posting and consideration of Facebook Group (idea from Lance)
 - discussed adopting a private group, but decided to just keep things the way they are now
- Update on cycle touring seminar (Steve and Ellen)
 - Steve gave an update
 - Michael set up registration, \$10 per session (want buy-in, want about 10 participants, will get a goody for each participant i.e. multi-tool, first aid kit)
 - PCC facilitate, but open to all (membership not required)

- Treasurer's report-update on end of year finances (Frank)
 - current balance \$7,450.09 plus whatever is in PayPal
- Proposed budget for next year (Frank)
 - recent payment for PO Box - annual \$120 (both CSAC and SWRC have \$81/year PO Boxes; Frank is getting stuff from the box, Richard said he would if it got changed to the Mattic PO)
 - - *maybe this should be an agenda item next time*
 - Last year's budget had a \$278.88 deficit - this is just fine
 - Frank projected 2019 budget to have a \$500 deficit - acceptable
 - discussed printing budget to pass out at annual meeting
 - *Frank will you do this-yes- I can print a budget summary-I'll send it out to the board before the meeting-let me know if I need more detail to clarify the budget.*
- Agenda for the election during the Winter Party-speaker(s)? Speaker is Mary Ellen Wuellner from CCFPD talking about the KRT
 - Ellen will find out if MEW has a PPT - *Done*
 - Steve will ask for photos for a slideshow at the dinner
- Who's the MC for the Winter Party? Frank
- Steve wants to use MailChimp for future emailing of events - he will do the publicity for Ellen (yeah!)
- Michael explained he uses WordPress and third-party add-ons to WordPress to manage build our Website. Some of the add-on products may need updating. . Voted to be able to spend \$100 for updates
- Show and Go dinner rides
 - in the past random members have set these up
 - need to encourage members to do this
-
- Next Board meeting: a Sunday evening in February - Ellen will do a Doodle poll
 - Dedicate the discussion at this meeting to starting the organization of the Annual Tour

