

Prairie Cycle Club Board Email discussions October 31 and November 2020

Discussed by email the following:

By Email: Attendees: Frank, Sue Ellen, Richard, Sue Jones, Joan, Michael, Andrea, Steve, Dan

Minutes:

Actions taken since last board meeting

- Voted by email to cancel *November 1, 2020 6:30 pm meeting- approved 10/31/2020*
- Voted by email to approve October, 2020 PCC Board Meeting Minutes – approved 10/31/2020
- Andrea agreed to be the Activities Director, on the nomination letter Andrea will be listed as At Large.
- 10/31/2020 Sue Jones sent a draft nomination letter of the PCC Board Slate of officers to the PCC Board.
- PCC Board decided the current board members will be listed with their positions, enabling PCC members to know what positions need to be filled.

Discussions since last board meeting

Champaign County World Day of Remembrance Event. A remembrance of those whose lives have been lost or forever changed by roadway crashes was held on November 15, 2020 at 4:30 p.m.

- 11/14/2020 PCC Board discussed the day of the week to hold the Annual Membership Meeting. Past meetings were held on a Saturday or Sunday at Biaggis.
- Ideas for the Annual Membership Meeting:
 - Sue Jones: Asking folks for images from any riding they did so we could have a slide show thing for zoom, or sharing them on the PCC site.
 - Sue Jones: Doing the meeting on Zoom will eliminate in person costs.
 - Possible speakers, live or recorded: Winter training - Kelley Wegeng and Zwift.
KRT speaker
Bike shop people – variety of topics
 - Sue Jones could set up breakout rooms if people wanted to go Talk About A Thing -- it's set up so people can pick their rooms now.
 - Sue Jones will talk with some teachers and conference folks about creatively doing the Talk About A Thing.
- Sue Jones sent out a doodle to the PCC Board to determine the January 2020 PCC Membership Meeting. The Meeting will be held by Zoom due to COVID-19.
- Voting requirements Shared by Sue Jones: Voting can be held online 11/15/2020.
- **The current Board shall hold an election for the next year's Board either at (i) the Annual Membership Meeting or (ii) via an online Special Membership Meeting held in November or December prior to the Annual Membership. (both meeting types and corresponding election rules described in Article V).**

... and here's Article V: a. The Annual Meeting shall be held in December of each year or January of the following year at an appropriate time and place to be specified by the Board of Directors. Notice of the Annual Meeting shall be on the club website and by email at least two weeks prior to the Meeting. Only members present at the Annual Meeting may vote at such. b. For Board elections held during the Annual Membership Meeting, (i) additional nominations, if seconded, can be accepted, (ii) if no candidate gets a majority of votes cast for a position, a re-vote between the two candidates with the most votes shall occur (with a coin flip resolving any ties). c. If earlier election of officers occurred via online voting, the newly elected board shall be introduced at the annual meeting.

- Sue Jones: Since people have to "be present" (I'm thinking to prevent weird proxy things from happening), we should be true to that, and keep it as a "meeting." I think reminders about the day and time are the critical thing.
- 11/23/2020 Michael Fuerst updated the PCC Board about Champaign County Bikes [CCB]. Per Charlie Smyth, CCB started talking about next year's events. Since CCB has insurance, we [CCB] will need to "sponsor" any moonlight rides to provide folks with some cover. We'll [CCB] get those going once things are a bit clearer vaccine wise and so on. Plus it will be warmer/outside. The other two [CCB] events are Market at the Square and Bike Month. This year, LAB moved Bike Month to September and I [Charlie Smyth] expect that will happen in 2021 as well. Frankly, I like that time frame better. Again, the same caveats though.
- 11/24/2020 Sue Jones updated the PCC Board about Ride Illinois: Ride Illinois is planning their ride too, with "full refund no questions asked" until May.
- 11/15/2020 Sue Jones is looking for the "Discord" server for PCC, if it is available, it could be used for video chats.

Budget report [Sue Ellen] – Budget – approved

Membership report [Richard] from October 2020 meeting minutes:

- Membership meeting –
 - Hold Membership Meeting on Zoom
 - Bylaws make a change at the meeting to allow vote by Zoom.
 - Logistically we will have a good response
 - Holiday executive meeting by zoom - ??
 - Hold via online a special meeting in November or December prior to the January Membership meeting. (need actual wording)
 - Slate for membership
 - Sue – President
 - Sue Ellen – Treasurer
 - Joan – Secretary
 - Michael F. – Webmaster
 - Richard – Membership
 - Dan – At Large
 - Andrea – At Large
 - Need – At Large
- Put out to the membership the available position.
Frank will draft an email for Sue to review. Include the PCC Board have this position – At Large open. We request nominations for this position.

Prairie Cycle Club Board Meeting Minutes
Zoom Meeting
Hosted by Frank Modica

October 4, 2020 6:30 pm

Attendees: Frank, Sue Ellen, Richard, Sue Jones, Joan, Michael, Andrea, Steve, Dan

Minutes: Minutes from July 5, 2020 and October 4, 2020 Meetings will be reviewed/approved November 1, 2020

Actions taken since last board meeting

- Champaign County Forest Preserve District, Mary Ellen Wuellner requested endorsement (9/4/2020) from Prairie Cycle Club for the November 3 referendum to increase the tax rate for one year to benefit the Forest Preserve District primarily for maintenance issues. Encourage people to vote “yes” on the proposed one-year limiting rate increase for the Forest Preserves at the election on November 3, 2020.”
- 9/4/2020 Frank via email moved that we endorse the tax rate increase for the CCFPD

Discussions since last board meeting

- Confirmed cancellation of PCC Tour and PCC Rides due to COVID

Budget report [Sue Ellen] – Budget – approved

Here's the activity of our account July, August, September. Received a refund on our insurance amount due to no events and no claims. Memberships added. \$10 to Secretary of State for Non-profit status.

Sue Ellen

1/3/2020	membership 17, dinner 15	club income	\$32.00	\$3,991.49
1/8/2020	Legends- Happy Hour Appetizers	club expense	(\$113.77)	\$3,877.72
1/10/2020	Paypal Transfer-membership and PCC Dinner registration	club income	\$1,235.85	\$5,113.57
1/12/2020	Richard Brannon- Ride leader gift cards from Starbucks	club expense	(\$300.00)	\$4,813.57
1/12/2020	Biaggis- banquet	Club Expense	(\$1,455.08)	\$3,358.49
1/14/2020	deposit	club income	\$191.00	\$3,549.49
1/15/2020	post office box yearly fee	Club Expense	(\$134.00)	\$3,415.49
1/23/2020	paypal transfer- membership and PCC Dinner registration	club income	\$64.51	\$3,480.00
1/25/2020	American Specialty Insurance	Club Expense	(\$871.50)	\$2,608.50
1/31/2020	Interest payment	club income	\$0.03	\$2,608.53
2/12/2020	League of American Bicyclists Membership	Club Expense	(\$100.00)	\$2,508.53
2/12/2020	League of Illinois Bicyclists Donation	Club Expense	(\$100.00)	\$2,408.53
2/13/2020	Ellen Hedrick-reimbursement for February Happy Hour appetizers	Club Expense	(\$33.52)	\$2,375.01
2/14/2020	Deposit-membership	club income	\$17.00	\$2,392.01
2/28/2020	Interest	club income	\$0.02	\$2,392.03
3/11/2020	Happy hour appetizers - Aldi	club expense	(\$57.85)	\$2,334.18
3/13/2020	Deposit- Ride Sponsorship from McDonalds- Bloomington	club income	\$200.00	\$2,534.18
3/31/2020	interest payment	club income	\$0.02	\$2,534.20
4/5/2020	Paypal Transfer- Membership	club income	\$118.32	\$2,652.52
4/15/2020	Andrea Stack reimbursement-table cloths	club expense	(\$24.95)	\$2,627.57

4/30/2020	Interest payment	club income	\$0.02	\$2,627.59
5/4/2020	Michael Fuerst reimbursement 22.50 web form upgrade,web hosting service 155.76	club expense	(\$178.26)	\$2,449.33
5/30/2020	Interest Payment	club income	\$0.02	\$2,449.35
6/30/2020	interest payment	club income	\$0.02	\$2,449.37
7/6/2020	Paypal Transfer-Membership	club income	\$95.60	\$2,544.97
7/23/2020	American Specialty Insurance refund	club refund	\$83.65	\$2,628.62
7/31/2020	interest payment	club income	\$0.02	\$2,628.64
8/31/2020	interest payment	club income	\$0.02	\$2,628.66
9/9/2020	Secretary of State- NFP annual registration	club expense	(\$10.00)	\$2,618.66
9/16/2020	deposit-membership	club income	\$67.00	\$2,685.66
9/30/2020	interest payment	club income	\$0.02	\$2,685.68
10/4/2020	paypal transfer -membership	club income	\$11.35	\$2,697.03

Membership report [Richard]

- Club has dropped out of everything for this year due to COVID.
 - 2018 118 members
 - 2019 147 members
 - 2020 85 members
 - 2021 2 members have signed up via PayPal \$11.35 moved to PCC checking
- Membership dues
 - Cut membership in half? – Board discussed and said no.
 - Send out email to encourage membership sign up
 - Membership Fiscal Year begins January 1.
 - Offered membership to cover August – December 2020 and next year to December 2021.
- Membership meeting
 - Hold Membership Meeting on Zoom
 - Bylaws make a change at the meeting to allow vote by Zoom.
 - Logistically we will have a good response
 - Holiday executive meeting by zoom - ??
 - Hold via online a special meeting in November or December prior to the January Membership meeting. (need actual wording)
 - Slate for membership
 - President – Frank will not be President in 2021
 - Activities – Ellen will not be Activities in 2021
 - Publicity/ Champaign County Bike newsletter – Steve will not be Publicity in 2021
 - Sue – offered to be President
 - Joan – Secretary – 2021
 - Sue Ellen – Treasurer – 2021
 - Michael Fuerst – Webmaster – 2021
 - Richard – Membership – 2021
 - Andrea – At Large – 2021

Put the slate out to the membership (via email to all past and present paying members). Ask if anyone interested in joining the board. Board members need to reach out to people to ask them to join the board.
 - Frank made a motion to confirm the slate for the 2021 PCC Board. Sue second the motion.
 - Sue – President
 - Sue Ellen – Treasurer
 - Joan – Secretary

- Michael F. – Webmaster
- Richard – Membership
- Dan – At Large
- Andrea – At Large
- Need – At Large

Put out to the membership the available position.

Frank will draft an email for Sue to review. Include the PCC Board have this position – At Large open. We request nominations for this position.

o PCC Email

- 500 people on the PCC Email list
- What to include in the email?
 - Dan - How will we email the membership?
 - Andrea – Offer people to sign up right now includes now to Dec 2021
 - Include how to promote cycling and stay safe while cycling.
 - Include Virtual Rides, Local recognition, Socially distance riding, when meeting up be careful.
 - Share online this is the event, not the ride

Administrative

- Using Zoom-- the chair (Frank) recognized people to speak during the meeting.

Activities Report - Ellen

- o Ellen was not in attendance.
- o End of Year Party
 - o Plan for January membership meeting online
 - o Flexible date? Affirm new PCC board to be done at the membership meeting.
 - o Membership meeting in December moved to January due to too many other gatherings in December.
 - o Sue will set up the log in.

Publicity Report- Steve

- o Champaign County Bike Newsletter ideas
 - o Dan shared ideas from his experience sending out the Porsche Club of America monthly newsletter.
 - o Steve has done the Champaign County Bikes newsletter for a number of years. PCC information is in the Champaign County Bikes newsletter.
 - o Both shared ideas for the Champaign County Bike newsletter. Steve has included news from various cycling groups such as Let CU Cycle, Champaign County Bike, Kickapoo Rail Trail Project, Prairie Cycle Club and others.
 - o Steve would reach out to the board members of other organizations to solicit articles and information. Most information is based on what is offered around town.
 - o Steve had planned to restart the Champaign County Bike newsletter and offer rides all over the world.
 - o Mail chimp is used to send out the Champaign County Bike newsletter. It is free and archives previous newsletters. Also can add links to it.

- o Advocacy
 - Cynthia Hoyle – Champaign County Bikes, Bike to School
- o Rides
 - Regional – Indiana wide website
- o Videos
- o Dan – include Ski Club trips, Wisconsin Bike Trail, keep the interest through the winter months.
- o How to grow our numbers and plan for next June.
- o Goal is to reach many new people.
- o Frank to ask Dan to coordinate with Steve to update the Champaign County Bike Newsletter online.
- o Winter Events – Past years
 - o Cycle Touring hosted by Steve & Ellen
 - o Basic Bike Repair with Drew (Champaign Cycle) – PCC sponsored the class at Champaign Cycle.
 - o Dan offered to come up with some ideas and coordinate with Steve.
 - o Michael Fuerst to add the events and Champaign County Bikes newsletter to the website.
 - o Mail chimp newsletter – drag and drop, then publish and send to memberships. Makes an archive link. Copy and paste the link to Michael’s Prairie Cycle Club website.

Old Business

None

New Business

- o \$2697.03 in Treasury.
- o Google group emails – Sue has access to send to the club
- o After the PCC Board election:
 - o Frank will be moved off the debit card
 - o Sue will be added to the debit card
 - o Frank will give Sue the post office key
- o Richard will send out an email about the membership sign up.
- o Sue and Frank will discuss wording about PCC Board election for the Champaign County Bike newsletter
- o January ideas – Polar Bear Ride and Potluck or Potluck only. Virtual ride this year?
 - o January rides to help increase membership.

Frank moved to close the meeting. All in favor, sign out of the meeting.

Action items by Next Meeting

Next Meeting:

- *November 1, 6:30-8 pm, (Zoom mtg)*

Prairie Cycle Club Board Meeting Minutes
1108 West William Street.
Hosted by Dan Metz
September 4, 2020 via Zoom

Attendees: Discussions via email September 4, 2020. Sue Ellen, Ellen, Frank, Joan, Michael, Sue, Andrea,

Minutes: Minutes from April Meeting will be reviewed/approved October 2020

Actions taken since last board meeting

- PCC Tour (August 15) cancelled.
- PCC Board meeting August 2, 2020 Cancelled
- End of No Season Ride
-

Discussions since last board meeting

Budget report [Sue Ellen] –

April Meeting Budget – review/approve July 5, 2020

Membership report [Richard] No report

Administrative

- Using Zoom-- the chair (Frank) will recognize people to speak during the meeting.
- Using email for some discussions and decisions

Activities Report – Ellen No report

Publicity Report- Steve No report

Old Business

PCC Tour Ride - cancelled

Financial Situation – review for January Meeting – Food or none.

New Business

- o Champaign County Forest Preserve District, Mary Ellen Wuellner requested endorsement (9/4/2020) from Prairie Cycle Club for the November 3 referendum to increase the tax rate for one year to benefit the Forest Preserve District primarily for maintenance issues. Encourage people to vote “yes” on the proposed one-year limiting rate increase for the Forest Preserves at the election on November 3, 2020.”
- o 9/4/2020 Frank via email moved that we endorse the tax rate increase for the CCFPD

Action items by Next Meeting

- o Officers for next year
- o Membership: Set a policy about if anyone who joined for 2020 can have their membership extended through 2021--yes, no, or yes if they ask

Next Meeting: October 5, 2020 6:30-8 pm, (Zoom mtg)

Prairie Cycle Club Board Meeting Minutes
Online discussions on July 30, 2020

Attendees: Sue Ellen, Ellen, Frank, Joan, Richard, Michael, Steve, Sue, Andrea, Kurt
(Dan not available)

Minutes: Minutes from April Meeting will be reviewed/approved September 6, 2020

Actions taken since last board meeting

- Discussion of PCC Tour letter to PCC members. (July 2020). Letter was not sent out.
- Michael Fuerst shared video on COVID and biking
- Discussion of Rides –
Ellen – 7/30/2020
Wording for rides not sponsored by PCC, but gatherings
The club would like to offer 2 of our more popular rides on a show and go basis.
“Show and go” does not have a designated leader, but the people that attend the ride will decide where they are going, speed, distance (depends on daylight).
 - 6pm Wednesday evenings, 2 options:
 - The Pedaling for Pleasure ride from Carle at the Fields will meet near El Toro.
 - And the Urbana option will meet at Meadowbrook Park at the Race Street parking lot.
 - 8am Saturday morning:
The usual Saturday Saunter and Housework Avoidance rides will leave from the Race Street parking lot at Meadowbrook Park.

Discussions since last board meeting

Reasons to cancel PCC Tour

Andrea 7/30/2020

Reasons to cancel PCC Ride:
unusual year with unusual circumstances (COVID-19)
No sign up on the webpage to sign up for it.
No information about the tour.
Nothing about the Covid listed.
August 17, 2019 Event information currently listed on the website: Volunteers, etc.
No advertising and we are 15 days out from the tour
We are 15 days out from the tour. There has been zero advertising.
Would not be able to put on a well prepared and planned ride. This would reflect poorly on PCC.

How to cancel 2020 PCC Ride:
Do not need to meet, vote via email.
Vote do not donate money to Kickapoo Rail Trail or Lake of the Woods for 2020.

2021 PCC Ride:
Save our donation money (like the \$200 from McDonalds) and use it with best intentions for next year.
At this point, 15 days out from a tour that has nothing ready, so I can't support doing it. It reflects poorly

Michael: 7/30/2020

PCC Tour – does not object to cancelling tour
PCC Board meeting – If not meeting on 8/2/2020 decide now.
January Dinner – consider cancelling due to lack of funds. May want to consider deciding to cancel in October.

Bylaws – Allows on-line election of officers

“End of No Season” ride – Mid Sep or early October – When to decide.

Ellen – 7/30/2020 – Cancelled pavilion

Steve -7/30/2020 – has promotional flyers, etc that can be edited for PCC Tour ride in 2021 or 2022. Too late for 2020.

Richard – 2021 and future PCC Tours – Take "action" immediately after writing the "invite letter",

Vote to Cancel PCC Tour and PCC Board meeting for August 2, 2020

Andrea-cancel meeting and cancel tour

Ellen-cancel meeting and cancel tour

Joan-cancel meeting and cancel tour

Michael-cancel meeting and cancel tour

Dan Metz

Sue Ellen

Frank-cancel meeting and cancel tour

Kurt (not board member but on the Bike tour committee---cancel meeting and cancel tour

Richard-cancel meeting and cancel tour

Sue Ellen – cancel meeting and cancel tour

Steve – not able to attend, if meeting is held and cancel tour

majority of board in favor of canceling the bike tour and the scheduled board meeting for this coming Sunday 8/2/2020.
haven't heard from Sue, or Dan.

Sue – 7/30/2020

January Gathering: If we cannot afford the meal, explain to club. Required in bylaws to have annual meeting.

Budget report [Sue Ellen] –

April Meeting Budget – review/approve July 5, 2020

Membership report [Richard]

- Not discussed at this meeting

Administrative

- Using Zoom-- the chair (Frank) recognized people to speak during the meeting.

Activities Report - Ellen

- o All club sponsored rides and activities have been cancelled.

Publicity Report- Steve

Nothing to report in publicity.

Old Business

PCC Tour Ride - cancelled

Financial Situation – review for January Meeting – Food or none.

New Business No new business

Action items by Next Meeting

- o End of No Season Ride – Decide by 9/12/2020 possibly sooner,

- o Frank in favor of holding the ride since the only "requirement" is that riders should have masks forstops along the way or at Homer Lake, and the rest room facilities are available at Homer Lake. Any snacksprovided at Homer Lake can be pre-packaged. The safety level will be much higher than that now at local restaurants.
- o Sue and Ellen and Sue Ellen in favor of End of No Season Ride 7/30/2020
- o Officers for next year
- o Membership: Set a policy about if anyone who joined for 2020 can have their membership extended through 2021--yes, no, or yes if they ask
- o

Next Meeting:

- *September 6, 6:30-8 pm, (Zoom mtg)*

Prairie Cycle Club Board Meeting Minutes
2606 Applewood Rd, Champaign, Illinois, 61822.
Hosted by Richard B
July 5, 2020 6:30 pm

Attendees: Richard, Frank, Dan, Sue **Not in attendance:** Joan, Michael

Minutes:

Actions taken since last board meeting

- June 2020 meeting was not held.
- Sue Ellen will check with the insurance company about the liability if someone becomes ill on our ride.
- Sue Ellen will check with insurance company about the cost for non-members to ride if we decide to downsize the PCC Tour ride. May be beneficial to keep the ride member only ride.
- Andrea will contact the parks about plans for re-opening.

Discussions since last board meeting

- Financial situation of club

Budget report [Sue Ellen]

April Meeting Budget – review/approve July 5, 2020

July 2020 Budget account activity for the last two months.

5/4/2020	Michael Fuerst reimbursement 22.50 web form upgrade,web hosting service 155.76	club expense	-\$178.26	\$2,449.33
5/30/2020	Interest Payment	club income	\$0.02	\$2,449.35
6/30/20	interest payment	club income	\$0.02	\$2,449.37
7/6/2020	Paypal Transfer-Membership	club income	\$95.60	\$2,544.97

I propose we have the annual ride on August 15, as scheduled. I think we should limit it to members only and to the first 50 who sign up on-line. Then we won't have to deal with day of registration lines or collecting credit cards, cash or checks.

One of my reasons for the members-only is that we paid \$290 in insurance last year for 24 non-member riders. That comes out to \$12.08 per non-member. And we charged non-members the same registration fee as members. In the future I suggest we up the price for non-member registration to cover their insurance.

Membership report [Richard]

-

Administrative

- Minutes from April Meeting will be reviewed/approved July 5, 2020
- Using Zoom-- the chair (Frank) will recognize people to speak during future meetings.

Activities Report - Ellen

- o

Publicity Report- Steve

Old Business

PCC Tour Ride discussion/decision – delayed discussion for next meeting.

Discussion of PCC Tour letter will be reviewed by the board via email prior to the August 2 meeting.

New Business

- No new business

Action items by Next Meeting

- Sue Ellen will check with the insurance company about the liability if someone becomes ill on our ride.
- Sue Ellen will check with insurance company about the cost for non-members to ride if we decide to downsize the PCC Tour ride. May be beneficial to keep the ride member only ride.
- Andrea will contact the parks about plans for re-opening.

Next Meeting:

August 5, 6:30-8 pm, (Zoom mtg)

Prairie Cycle Club Board Meeting Minutes
Zoom Meeting
Hosted by Frank Modica
May 24, 2020 6:30 pm

Attendees: Frank, Sue Ellen, Richard, Ellen, Sue Jones, Joan, Michael, Andrea, Steve

Minutes: Minutes from April Meeting will be reviewed/approved July 5, 2020

Actions taken since last board meeting

- None

Discussions since last board meeting

- Financial situation of club
- See Old Business for today's (5/24/2020) meeting discussion of PCC Tour Ride

Budget report [Sue Ellen] – April Meeting Budget – review/approve July 5, 2020

Here's the activity of our account since January. The only other expense we have coming up this year is our Illinois corporate filing fee due in August. It's under \$20. So we're financially solvent without the ride or additional membership dues. Sue Ellen

1/3/2020	membership 17, dinner 15	club income	\$32.00	\$3,991.49
1/8/2020	Legends- Happy Hour Appetizers	club expense	-\$113.77	\$3,877.72
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Membership report [Richard]

- Not discussed at this meeting

Administrative

- Using Zoom-- the chair (Frank) recognized people to speak during the meeting.

Activities Report - Ellen

- All club sponsored rides and activities have been cancelled.

Publicity Report- Steve

Nothing to report in publicity.

Old Business: PCC Tour Ride discussion May 24, 2020

Steve

Whether or not we will be able to host the ride in August may be determined by the state being open or if we are in the second wave of COVID.

Forest Preserve District is open, but facilities are closed.

A ride takes a lot of planning, time, money and effort.

GIBIT in June and another large ride in August have been cancelled.

Andrea

Emailed the Forest Preserve Park. They don't know when the pavilion and restrooms will be open.

Ellen H.

So many things are cancelled. What is the simplest thing we can do?

People are looking for something to do in Mahomet, outdoors. If the park is not available, what are the other places? Minuscule effort, use the rules.

Sue Ellen

Does not see how we could hold the ride.

Would our insurance carrier cover us if someone becomes ill on the ride and sues?

Ride insurance usually does not cover illness.

Ellen H.

What are the risks?

Steve

Spend our treasury if we defend the club.

Are we an LLC? If we are incorporated as a club, then no individual liability.

Need to clarify personal liabilities.

Michael

Would Gibson City still want to host us?

Hold a less elaborate ride.

Ellen H.

Our ride would be a draw because it is a ride, a less elaborate ride like the pie ride.

Use Peter's Pie Ride as an example.

Sue Ellen

Peter asked us to take over the Ride to Depot, Peter's Ride.

Richard

Would like it (the ride) to come off.

Advertise, very small ride,

Day of Ride concerns – cost to cover food and don't want congestion at the sign up on the day of the ride. Hard to plan a ride. Keep it low key, impromptu Day of Ride. Only one or two routes.

Steve

Forfeited tour costs that he paid for other big tours.

Do not see the financial benefit if we hold a ride.

Richard

Not able to charge much because it is hard to get people to sign up when not offering much.

Keep cost way down, one to two routes, cheap prizes, food concerns.

Sign up day of ride – concern is people will bunch up to sign up, people will be too close

to each other. They will need to wear masks, etc.

Frank asked everyone to state their concerns

Ellen

Don't want to cancel at this time.

Richard

Big Show N Go

Set up place – check parks, i.e. Meadowbrook

White Heath Depot Ride, something like Ride to the Depot.

Groups – can there be more than 50? How is that defined? People on the ride will be all spread out.

Sue Jones

It is not a gathered group.

Michael

Governor's Plan need to be at least at Level 4.

Level 4 – Need to know abilities, liabilities

Decreased Ride, i.e. Depot Ride

Joan

Liability and restrooms

Sue Jones

Tentative at this time

Ask Peter – what does it take to set up a Pie Ride.

People may be willing to donate a portion for the ride, to support PCC in some small way. Perhaps donate \$10 for a piece of pie.

Illinois Marathon was cancelled, I thought, what about us.

The Marathon was scheduled for April – moved back to October, then cancelled.

Ellen

Many are very low, the ride could be a we feel your pain.

Michael

Limited ride, not contribution to KRT.

Frank

Committed to KRT, talked about 50% of profit to KRT. Make a little.

Sue Ellen

Member only ride. No non-members or outsider riders. The cost for the insurance is high.

Frank

Can't do a full blown bike tour. Ride is currently scheduled for August 15. Tentatively plan a small simple pie ride, or depot ride, if at Level 4 more than 10 people to one group.

Michael

Were there any rides happening? Hold on until Level 4

End of June – Level will be decided (28 days = end of June), if at Level 4, then decide.

Table the ride discussion until July meeting.

No big ride – keep it simple like Ride to Depot or pie Ride

Sue Ellen

Will check on insurance, it depends on number of riders.

Steve

Sue Ellen, if they would cover it, keep a paper trail

Sue Ellen

Email is used so there is a paper trail.

Michael

Earliest to know if we are at Level 4 is end of June. July 5 make a final decision.

Frank asked everyone for final input

Ellen

Final comment – there is nothing we can do right now. Don't cancel today. Set discussion for next meeting.

Michael

Some rides in August are not cancelled yet.

We have not advertised our ride, so push us to a small ride since we did not advertise.

Richard

Mid-October for the ride. Decide July 5 or wait to August 5 and hold a Show N Go.

Delay decision on the ride until July, then make a decision.

Andrea

Wait until July. If we wait until October to hold the ride, it is flu season again. So to hold a ride. Lots of uncertainty.

October might not be able

Sue Jones – We have held the ride every year in the past.

People are stuck at home. They may be willing to give money to ride a route.

Get together July 5 to meet. Decide to defer to August or cancel.

New Business

- No new business

Action items by Next Meeting

- Tabled deciding on holding or cancelling the PCC Tour until July 5, 2020
- Sue Ellen will check with the insurance company about the liability if someone becomes ill on our ride.
- Sue Ellen will check with insurance company about the cost for non-members to ride if we decide to downsize the PCC Tour ride. May be beneficial to keep the ride member only ride.
- Andrea will contact the parks about plans for re opening.

Next Meeting:

- *July 5, 6:30-8 pm, (Zoom mtg)*

Prairie Cycle Club Board Meeting

*Dan Metz's House
1108 W William St, Champaign
April 5, 2020 6:30 pm*

Minutes Minutes from the March meeting

Actions taken since last board meeting

- Planning for Bike Tour
- Cancellation of all activities until the end of April

Discussions since last board meeting

- Financial situation of club

Budget report [Sue Ellen]

-

Membership report [Richard]

-

Administrative

- Using Zoom--for an orderly meeting we can try circulating through the list for comments. If necessary, the chair (Frank) can recognize people before they speak because Zoom sometimes gets glitchy if too many people talk over each other. Other options, suggested by Ellen--people can use the chat function on the Zoom desktop to make comments. This is a brand new world for most of us, but I'm sure we can make it work.

Activities Report - Ellen

- Postpone official weekly ride start to May 1.
- I am also working on getting feedback from the ride leaders about what to do in the meantime
- Board thoughts about using pcc google groups for publicizing show and go rides at this time-should we stop it now since there's the possibility of groups getting too big? There's been pushback on this issue.

Publicity Report- Steve

Newsletter
Facebook

Old Business

- PCC Tour-update from Bike Tour Planning Committee

New Business

Action items by Next Meeting

- Table covering-
- Planning for start of the season party-time and place
- Planning for Bike Tour-next steps

Prairie Cycle Club Board Meeting Minutes
Dan Metz's House
1108 W William St Champaign
March 1, 2020 6:30 pm, 7:00 pm start

Attendance

Sue Ellen, Steve, Michael not able to attend
Frank, Sue Jones, Andrea, Dan, Richard B. Ellen H. Joan attended.

Minutes [Joan] –

February, 2020 board meeting minutes for approved, no additions to the minutes.

Actions taken since last board meeting

- Raised Membership Fees
- Discussed KRT Fundraising
- KRT Planning for future location of PCC bench

Budget report [Sue Ellen]

- Approval of February 2019 Budget Report – Approved
- Approval of 2020 Budget (Share with membership) - Approved
 - o Change wording to: Minimum \$200 and a portion of the PCC Tour net will go to the KRT.
 - o Food for the PCC tour increase amount from \$1000.00 to \$2000.00. Order food based on numbers, can make changes on day of ride.
 - o Discussed costs of insurance for members and non-members.
- Additional Budget line item discussions
 - o Paypal fees – membership sign up, dinner, ride sign up
 - o Budget printing is from the tour – the money listed on the budget.

Membership report [Richard]

- Membership Dues 2020
 - o PCC Board voted to raise dues to \$25 for members and \$30 for family beginning May 1, 2020. Student Rate stays the same \$12.00 for 2020.
 - o Total 69 members have paid dues, 12 of the 69 members are new.
 - o Discuss at next board meeting with Steve and Michael ways to sign up members. i.e. at a ride members and potential members could sign up on their phone.
 - o New member discussion – include Steve and Michael to discuss websites and ways to get new members to sign up online.
 - o University students come and go. How to sign up students – how to be on the quad. Grad students – Orchard Downs. Light the Night – volunteer with the Bike Project.

- o Also take ride brochures with link to other rides. Also online link our ride and membership link to other rides' websites.
- o Paypal is in the budget. How much do we lose to paypal. Do we need a number listed in the budget? Sue Ellen puts membership and dinner income, minus Paypal fees in the budget.

Administrative

Activities Report [Ellen]

- Happy Hour
 - o \$40-\$50 for each happy hour – take the food with us.
 - o Triptych Brewing, Good attendance, well received
- 25 O'Clock Brewing Company March 11, 2020

Publicity Report [Steve]

Steve and Michael were not in attendance.

- Discuss at the next PCC Board meeting.
 - o Add sign up for membership.
 - o Local Road work page – need to remove this from our website
 - o Kick off pizza party April 7 5:30-8:00 pm Dinner at 6pm– PCC would pay for pizza. Attendees by their own drinks.
 - o 2020 Rides – Rides start April 18
- Advertising – who to contact for advertising, TV, Radio, C-U TV, other options?
 - o Online and WCI – Frank on TV.
 - o Radio stations – 1400, WDWS, local – fees?
 - o Jody Heckle to write an article.
 - o CI Living – talk now

Old Business

- Season Kick Off – how to get it out there. Ellen H is emailing Steve.
 - o Marathon – put our quarter sheets into each bag. 10 K and 5 K bags
 - o Due to COVID-19 Marathon is postponed.
- PCC Tour-update from Bike Tour Planning Committee –
- Planning for PCC Bike Tour
 - o Meeting: Feb 19th Wednesday, 6:30 pm, Common Ground Hallway
 - Discussed Sponsorships and Expenses

- Next meeting: March 4, Wednesday 6:30 pm, Common Ground Hallway
 - To be discussed Food, Volunteers, Sponsorship letters
 - Discuss Save the Date post cards
- Finalize silk screening for table cloth
 - Andrea learned the two table cloths already purchased cannot be used by the printers.
 - Mahomet printer not connecting with Andrea
 - 4imprint – will only use their table cloth, cannot send a table cloth into be printed.
 - Illini Tent & Awning – Andrea will check with them about screen printing.
 - Campus Inc, Mayla Table Cloth 6f x 3 ft, 3 sided. Sublimated – sewn into the fabric, not embossed. Cost \$140.00
- Financial situation of PCC. Financial steps taken.
 - Post office box move discussed. No change will be made, leave as is. No financial or other advantage to move to Mattis.
- Bike to Work Day
 - How many stations? Can we get PCC people to sign up as members to PCC?
 - Do we need a dongle?
 - Sign up on line
- Brochure Update
 - Includes wording about KRT Donation.
 - Want wording to state % of net (profits) contribution to KRT.
 - Steve can make a quarter sheet
 - Post on outside bulletin boards
 - Brochure can be used for signing up at the ride.

New Business

Action items by Next Meeting

- Ride leaders – updates will be brought by Ellen H.
 - How to announce rides: In the past - business cards, posting places i.e. library. If ride gets cancelled, then people may show up and no ride? Email is the way we contact people.
- Frank contact TV stations, radio
- Sue Jones – will make the sponsors letters, Check, letter.
- Sue Ellen – takes care of taxes.
- Membership meeting and vote.

Next Meeting:

- Next meeting at Dan's house, April 5, 6:30-8:30 pm. Now on Zoom
- Frank will send out the Agenda
- Planning for start of the season party-time and place

Prairie Cycle Club Board Meeting Minutes
@ Ellen Hedrick house
1409 W Green St Champaign
February 9, 2020 6:30 pm

Attendees: Ellen H. Sue Jones, Frank M. Richard B. Andra, Mike, Steve, Joan

Not in attendance: Sue Ellen

Minutes

December 1, 2019 Minutes were approved. Motion to approve, First Andrea, Second Frank, Moved to approve, all approved.

Actions taken since last board meeting

- Planning for Bike Tour
 - PCC Tour Planning Group: Joan, Steve, Sue, Frank, Kurt, Mike (will post on website), Joan, Andrea.
 - Next meeting: Feb 19th Wednesday, 6:30 pm, Common Ground Hallway
- Winter party and board election
 - Held at Biaggi's. 60 attendees. Plenty of food and dessert. Board elected.
 - Discuss increasing price for next year's Winter party.

Discussions since last board meeting

Financial situation of club

- Frank: We are drawing down on our finances.
 - Decrease amount to Mahomet.
 - Weather impacted funds raised during 2019 PCC Tour.
- Steve: Look at all PCC expenses vs PCC income.
 - What is our income? Where does the income come from?
- What are our expenses? Ask Sue Ellen to look at all the expenses. What is our income? Ellen H. has the Annual Expenses/Income statement from Sue Ellen.
- Look at the PCC Tour expenses and income separate from PCC.
 - PCC Tour Co-sponsorship – Meijer is sending check to Kelly W. Unsure of the source of the money, was it a sponsorship request? Andrea applied for Meijer sponsorship for 2019 tour. Andrea is uncertain if the money was received by PCC. Check with Sue Ellen.
- PCC Club Expenses
 - Happy Hour –
 - PCC has been paying for the appetizers.
 - Benefit - recruitment for new members.
 - Ellen suggested ways to reduce the cost of the appetizers. Go to breweries that do not serve food. We can take our own food to the places.

- PCC Pre-Season Party
 - Jupiter's at the Crossing
 - Pay for food out of dues
- Closing End of Season parties
 - At a park
 - Food paid for out of dues
- Donations
 - Rail to Trail and Bike Week.
 - Benefit: We (PCC) give because they are groups that support bicycling.
-
- PCC Tour Expenses
 - Pizza party for PCC Tour volunteers.
 - Benefit expense is used to get people committed and it is a time to plan what each person is doing during the tour.

Increasing revenue - Increase dues on the front end. How much are people paying for the banquet and the PCC ride?

- Membership Dues 2019 - Richard B.

Current members: 150 people, currently paying dues.

Individual's pay: \$17.00. Suggest raising it to \$20 per individual.

- Discussion of increasing membership fees:

Pay \$25 membership, benefits: go to all the rides. Discussion of how and what to say to members:

a. Expenses and costs have gone up.

We support Kickapoo Rail Trails. Dues pay for the expenses.

b. Expense have gone up. Why do we pay dues?

Ellen – list benefits of being a club member.

In May we raise our rates to \$25.00. Includes: Wintertime appetizers. Etc.

New Rates in May: \$25 per member; \$30 Family.

- Steve: Motion to raise dues to \$25 for members and \$30 for family beginning May 1, 2020.

Motion to approve, First Steve, Second Frank & Andrea, Moved to approve, all approved.

- Student Rate stays the same \$12.00 for 2020.
- 2019 Membership rate if members sign up at the Pre-Season Pizza Party on April 7, 2020 5:30-8pm Jupiter's at the Crossing. Eat at 6pm. Current 2019 rates: \$17 individual and \$20 family.

- General Membership Meeting and Banquet – January 2021. Need to be a Prairie Cycle Club

member to attend the banquet. Banquet price for January 2021 to be discussed.

- Happy Hour discussion to lower the cost of the appetizers
 - Intent is to lower the budget for appetizers. Take our own food to Triptych Brewing and other places.
- PCC Tour Volunteer Pizza Party
 - A motion was made to approve \$150.00 for the cost of the volunteer pizza party. Moved by Frank, second by Ellen

Budget report [Sue Ellen] – Ellen Hedrick reviewed budget, Sue Ellen was not at the meeting.

Budget notes from Sue Ellen's 1.11.2020 email to the PCC Board.

Paid PCC memberships 2019 \$2109 increase estimated membership income to \$2500
Sue Ellen 1.11.2020: 147 members in 2019 accrued \$2109 in membership dues.
Paid about \$68 in PayPal fees.

2019 Balance: Beginning of year: \$7113, End of year: \$4510, Loss: \$2603 over the year.

Reasons: No balanced budget proposed for 2019, still substantially overspent.

PCC dinner \$1000 over budget

Happy Hour appetizers – no money budgeted in 2019, spent \$433.

Lot of other areas where we were over budget marked in red. Sue Ellen increased, decreased or added amounts to 2020 budget (shown in red).

PCC Ride: 2019 Budget \$1000. Over budget actual \$1734. 2018 Actual \$1592.

Lessons learned on purchasing supplies after we completed same day registrations.

Sue Ellen “does not have a historical perspective of knowing where we got our funds to begin with.”

“Presume we used the paying rides to generate income for the club, whereas we now only take a small percentage and pass the rest to a charity. At our current level of losses we shall cease to exist in less than 10 years.”

PCC Board to discuss several options to balance the budget:

Current Membership dues: starting budget \$2109.

Current Fixed Costs: Insurance \$900, Web Services \$300, Post Office Box \$120.

Current Other Costs: Remaining \$800 to use.

Ellen's suggestion: See additional discussion below (PCC Expenses Discussed)

Increase membership dues: PCC Board voted 2.9.2020 to increase dues as of May 1, 2020 to: \$25 member; \$30 family; \$12 student (remains the same).

Increase what we charge for the PCC banquet to cover the costs: PCC Board will discuss at a future meeting to increase the General Membership Meeting & Banquet cost per member. Must be a member to attend the banquet.

Eliminate happy hour appetizers paid by the club: Ellen H. suggested PCC purchase and bring appetizers to happy hour locations to reduce the cost of the appetizers. Happy hour during non-cycling months keep members/potential members involved with the club. Ellen H email – reduce the number to once or twice or not at all.

Eliminate the pre-season and end of season parties: PCC Board discussed benefits of pre-season party – brings membership together, brings in new people, sign up new people and returning members and collect fees. Volunteers for PCC Tour – present Tour jobs and sign up

volunteers. Did not discuss benefits of end of season parties. All enjoy the end of season parties.
End sponsorship of LAB, LIB: PCC Board discussed to keep the \$100 each due to benefit to cyclists from the work of these groups.

End sponsorship of Bike to Work Month: PCC Board discussed CCB is same donation. Agreed to lower the donation from \$430 to \$250.

Smaller donation to charity from annual ride: PCC Board discussed ways to collect donations for KRT at ride and to decrease donation to KRT from \$1200 to \$500 (as shown on the spreadsheet)

Charge more for the ride: PCC Board discussed \$35 per person x 100 people. Key is pre-registration to raise this amount. Weather was a major factor for 2019 income from the ride. Rain deterred many show and ride payers. Lower PCC Tour ride expenses through in-kind and cash donations. PCC Tour committee will contact previous sponsors and ask additional sponsors to contribute. Review when and how food is purchased.

Sue Ellen does not propose a balanced budget for 2020. Sue Ellen estimated the costs for 2020 based on previous year's expenses. Red changes on spreadsheet listed below:

PCC Expenses Discussed:

Reviewed and discussed Sue Ellen's PCC Spreadsheets brought to the meeting by Ellen H.

Areas in red on the spreadsheet are listed here:

Annual Expenses (Ellen's spreadsheet):

Off-Season Happy Hours – Nov Dec Jan Feb Mar \$300 (lower from \$425)

Pre-season pizza party at Jupiter's April \$300 (raised from \$250.00)

Bike to Work Month support (April) \$250 (lower from \$430.00). CCB Donation is same as Bike Month Donation.

Facility Rental for Bike Tour - White Heath \$100.00, what is the amount for 2020?

Annual Corporation Filing Fee - State not for profit Filing Fee \$20.00 (raised from \$10)

Event insurance for Bike Tour LAB \$300 confirm this amount for 2020

Food Cruise and Crop Cycling – Remove from expense list.

Bike Tour Volunteer Pizza Party 2020 sign up - \$150.00

Voted and approved by PCC Board 2.9.2020.

Bike tour food and related expenses – 2020 Budget \$1500.00

- o Have a bike tour budget incorporated into the overall budget? Bike Tour committee to set PCC Tour budget. Important keep the PCC expenses separate from the PCC Tour.
- o Food could be provided by sponsorship. i.e. Aldi, Meijer (2019 – Actual \$1734.26. Budgeted \$1000.00)
- o We buy the food for those who registered ahead of time. If very nice out then the amount of food (2019) may have been enough.
- o KRT – set out jar at PCC Tour sign in for donations
- o The Pavilion, Subaru car, Breakfast at Gibson Area Hospital & Health Services,
- o Prizes/in kind donations (est value) 2020 need numbers

Post season ride party \$67 for pavilion at park, \$200 (raised from \$150.00)

- o Previous years food from Jimmy Johns.
- o Enjoyed the end of season ride party at Meadowbrook, cookout burgers, cost of

pavilion. Soup from Common Ground Food Coop for post season 2020? Ride out to Homer Lake, return to Meadowbrook for cookout.

Annual PCC General Meeting:

- o Annual Membership Meeting/Dinner 2020 \$1100 (\$5 x 60 people) (lowered from \$1400).
- o It was less this year (2019). Look at the actual costs for this year(2019). Check how much per person and have people pay more. i.e. \$15 or \$20.00. One serving of what was ordered.

One Time Contribution/Other Expenses (Ellen's spreadsheet):

Miscellaneous Expense added: Silk screening for the table cloth \$250.00

Contribution to Kickapoo Rail Trail \$500.00 (lowered from \$1200.00). Give more if possible.

Discussion on donation amount to KRT raised during PCC Tour Ride.

- o Tip jar
- o Sign up for ride add extra donation for KRT. Make it optional instead of required. Encourage people to give extra.
- o Designate no more than X% of ride sign up income goes to KRT.

Sponsorship of Bike Summit No budget number. Not sure when this will occur again.

CPR-First Aide Vital Education for the ride leaders. \$450.00. Need bike ride leaders for this year.

Sue Jones will send out a note to Terry S. and others who may be ride leaders.

Annual Income (Ellen's spreadsheet):

Cash contributions Bike Tour

Gift certificates and prizes for bike tour. – discuss at the PCC Tour meeting.

- o In-Kind donations of gift cards – use for bike tour expenses
- o Goal \$1000. In kind from Forest Preserve (space, other), Subaru car donated for SAG, gas for car from ? Gift card from Aldi and Walmart for food.

Casey's in Fisher – On the bike route. Casey's in Mahomet – donation?

Bike tour registration \$3500 estimated income.

- o 100 people/\$35 per person. Key is preregistration.

Annual dinner registration \$800 (increase to \$1100)

Discussion of Jersey sales

- o All Jerseys were donated by various bike people. Ellen has remaining jerseys from 2019.

Request members to bring jerseys to donate to the Pre-Season meeting at Jupiters.

- o Sold at Champaign Cycle (Peter's sale)
- o Sold at Meadowbrook Event 2019.

- o Sold at one other event 2019

2020 locations to sell jerseys.

- o Day of PCC Tour
- o 1st Saturday in May Champaign Cycle Community Used Bike Sale.

Other Expenses Discussed:

T-shirts for volunteers for PCC Tour – do not purchase for 2020.

Membership report [Richard]

See above Discussion Since Last Board Meeting: Increasing Revenue: Membership Dues Discussion (and vote)

- Ride leaders get free membership
- Board members pay membership
- 14 families and 52 individuals
- 150 members all 120 singles and 30 families 2019
- We are 44% of the way. We would have about \$1250 more. Some people are families, but will be about that amount.

Administrative

We discussed the table cloth

Activities Report - Ellen

- Report on riding activities starting up in April 18. We have people to fill the slots for the missing leaders. Ellen is working on getting commitments. Saturday house work avoidance – medium fast. Put it out to the club. These are the gaps. May be show and goes. John ? .
- Used bike sale-our participation- Jersey sale and swap for bike parts.
- Do we want to continue jersey sales?
- Bus – lunch – cost includes enough to make a profit for the club.
- Champaign county bikes has a bike hauling
-

Publicity Report- Steve

Newsletter – keeping it up

Facebook- keep it up

Include date and time so Yahoo people can read it.

This Wednesday 2/12 5:30 pm Triptych, Savoy, IL

Send stuff to Steve to post: PCC rides, other rides and events from partner organizations.

Old Business

- PCC Tour-update from Bike Tour Planning Committee –
 - Set the date for the bike tour group meeting: 2/19/2020 6:30 pm Common Ground seating area.
 - Routes – Richard talks with Lance. Ask about the Route, keep it the same? Meet to figure out jobs and budget. Sponsorships.
- Evaluation of Winter party and Board Election – was discussed.
- Discuss silk screening for table cloth -Andrea will confirm the silk screening Need

miscellaneous club expenses. Table cloths together was \$32.00 budget item \$250.00 for miscellaneous expenses. Add to the budget – vote next month.

New Business

- Our financial situation-declining balance: see discussions and vote above.
- Financial steps to take: see above.

Action items by Next Meeting

- Planning for start of the season party-time and place
- Planning for Bike Tour-next steps – PCC Tour committee will present plans at next PCC Board meeting in March. Include sponsorship from new sources.
- Frank will contact Kurt about Gibson Hospital and the PCC Tour.
- Advertising – who to contact for advertising, TV, Radio, C-U TV, other options?

Next Meeting:

- Next meeting at March 1st 1108 W. William, 2 houses west of Clark Park. Pot luck. 6:30 pm.
Dan Metz
- Frank will send out the Agenda on Feb 23
- Move to end the meeting. Frank. 2/9/2020 8:38 pm