

Reno Wheelmen – MINUTES 07/10/23

Attendees

Board Members: Duane Lodrige, Spencer Ericksen, Laurie Marlowe, Maryann Walters, Coby Rowe

Non-Board Members: Matt Mansur, Karl Marlowe

Date/Time

Meeting called to order on July 10, 6pm at Eclipse Pizza. Meeting was adjourned at 7:30pm.

Purpose of Meeting

Monthly Board Meeting. No teleconference option for now, as the Club is not currently set up to facilitate teleconference meetings from Eclipse Pizza.

High-Level Agenda

- Board Governance
- Financial Review and Treasurer Report
- Governance and Policies: By-Laws
- Outstanding Business/Action Items
 - Club Announcement
 - Volunteer Management
 - Board and Position Responsibilities
 - Race Organization
 - Clothing Re-Orders and Online Store
 - Sponsorships
 - TMBA and Reno Bike Path Discussion
 - Additional Topics - [Business Continuity Plan](#), MTB Racing, NICA collaboration, Website Concerns, Newsletter
- Next Steps and Assignments
- Upcoming Events between Meetings
- Meeting Adjournment

Key Decisions and Actions Items

1. Adoption of June Minutes
2. Discussion of Interim Officer Position for Treasurer and need for Bookkeeper
3. Motions to Conduct Board Business (pending Bylaw adoption)
 - a. Motion approved for members in attendance to have an opportunity to make two minute statements at beginning of meeting and then audit only during remainder of board meeting.
4. Update on communication, systems and access
 - a. Email, Website, Google Groups.
 - i. A few non-Board members are associated with renowheelmen.org email domains, however the Board@renowheelmen.org email has been updated appropriately, as well as the list of Board members on the website.
 - ii. The Race Director needs to retain access to the website, Google Groups and Google Drive to conduct race management responsibilities.

- iii. All others will have their system admin access to the website and Google Groups removed.
 - b. Decision that Google Group will not be moderated, due to the time and commitment required to ensure all messages are moderated and posted in a timely manner. Users are successfully using the Group for real-time messaging related to Race logistics and Race questions. Board will continue to monitor appropriate usage of the Group.
 - c. Maryann to follow-up to see if approvals are required for each Waiver signed on Waiver Forever. Unclear if these waivers cover just the Group rides, or the Group rides and the Races. We believe it is both.
- 5. Financial Review and Treasurer's Report
 - a. June Treasurers' Report provided by Darrick via email
 - i. Quarterly payment to Raj
 - ii. Expect reimbursement for Waiver Forever for Scot for May and June
 - 1. Successfully transferred over future monthly subscription billing to Secretary's Wells Fargo bank card
 - iii. Received invoice from the City of Reno Business License Division for ~\$500. Coby to follow-up.
- 6. Proposed Bylaws and process for approval by board and membership
 - a. Board to review bylaws for adoption in Aug Board meeting
 - b. The full by-laws will be on the G-Drive - Board to add our comments electronically on shared document
 - c. Secretary to assist with document formatting
 - d. Request the club vote on the new bylaws as soon as possible after Board approval (Aug time-frame). Plan is to leverage the same voting technology used for May election.
- 7. Letter from the President (Club Announcement) - final draft reviewed and sent within the week
- 8. Volunteer Management
 - a. Board members to volunteer around summer travel
 - b. Include reminder in Club Announcement
 - c. President to discuss with Race Director - what else can be done
 - d. Coby to continue to follow-up with local youth cycling groups who may be required to volunteer a certain number of hours through school programs, or who may agree to as part of a collaboration effort between Reno Wheelmen and NICA
- 9. Help streamline Race Director position by providing Scot with list of previous Twilight Road Race Director Responsibilities
 - a. Laurie and Karl working on for September timeframe, working with Rich Paul and others
 - b. Should include issues of ensuring race course safety, women's racing, communication, scheduling and registration best practices and more
 - c. Race clinics - tabled for later discussion
- 10. Clothing Re-Orders
 - a. Laurie to follow-up with TexMarket and other stakeholders next week when Ominium concludes to determine best way to move forward
- 11. Sponsors
 - a. Board members to follow-up with existing Sponsors before next Board meeting
 - b. New sponsors will likely not be engaged until next cycle - January 2025, unless sponsors are interested in supporting club without logos on clothing (website, etc.)

12. TMBA, RTC and plans for Reno bike infrastructure
 - a. Member Matt Mansur has requested letter from the Board advocating for bike infrastructure outside planned and limited infrastructure in the downtown area
 - b. President to follow-up with stakeholders once all contact information is obtained for TMBA and RTC
13. Website Issues and Concerns; full list compiled for review with current hosting company and overseas support (Raj). Need to identify who will take point on this.
14. Additional issues tabled for later discussion
 - a. Changing web providers
 - b. MTB Race Director
 - c. NICA sponsorship
 - d. Newsletter
 - e. Business Continuity Plans
15. Meeting Adjourned with Final Comments
 - a. Go Fund Me for Cody's family (young man hit by car on Geiger on July 6) to be shared with Club
 - b. Once Officers confirmed, Board needs to change current bank account information with Wells Fargo
16. Next Meeting Monday August 7 at 6pm at Eclipse Pizza. No teleconference option.