



St. Louis Recreational Cyclists

Minutes of Board of Directors (BOD) Meeting

September 13, 2017

1. Board of Directors Present:

David Brown	Pat Cannon	James Cobb
Darryl Fabick	Sharon Friedrich	Joan Fromme
Faye Holdenried	Wayne Marsh	Billie Teneau

2. Election of Directors to Specific Roles for 2017:

- In accordance with the STLRC Bylaws, the following directors were elected to the specific roles indicated below for 2017.
- President: David Brown
- Vice President: Darryl Fabick
- Secretary: Wayne Marsh
- Treasurer: James Cobb
- Five Other Directors: Pat Cannon
Sharon Friedrich
Joan Fromme
Faye Holdenried
Billie Teneau

3. Preliminary Details for 2018 Annual Meeting:

- Date: Sunday, March 4, 2018
- Time: Set Up 3:00 p.m.
Doors Open 3:30 p.m.
Eat 4:00 p.m.
Cleaned Up & Out by 6:00 p.m.
- Location: Concord Trinity United Methodist Church,
5275 South Lindberg Blvd.
- Items to be determined at a future BOD meeting:
 - Identify Master of Ceremonies.
 - Identify Agenda Items & Responsibilities.
 - Identify Administrative Details & Responsibilities.
 - Develop the text of an email to be sent to all 2017 STLRC members announcing the 2018 Annual Meeting & Pot Luck Dinner.
 - Send an email to all 2017 STLRC members announcing the 2018 Annual Meeting & Pot Luck Dinner.

4. Standard Dates for the Annual Meeting and the End of Season Ride:

- James Cobb suggested that the BOD should establish standard dates for the Annual Meeting & Pot Luck Dinner and the End of Season Ride & Pot Luck Picnic as a way to provide uniformity for BODs in future years.
- James Cobb also suggested that the determined standard dates should be stated in the BOD Meeting Minutes, but that the standard dates need not be entered into the STLRC Bylaws.
- James Cobb also stated that the standard dates should be able to be modified in any calendar year, based upon the current circumstances at the time, such as timing conflicts or facility availability.
- After discussion, the BOD established the following standard dates.
 - Annual Meeting & Pot Luck Dinner: 2nd Sunday in March.
 - End of Season Ride & Pot Luck Picnic: 3rd Tuesday in October.

5. Interim Financial Report and Annual Dues for 2018:

- James Cobb presented an interim financial report which listed:
 - STLRC's current cash in the bank = \$1,956.49.
 - Projected expenses for the remainder of 2017 = \$80.00.
 - Projected expenses for 2018 = \$1,060.00.
- David Brown said that there would likely be an expense of approximately \$20.00 in 2018 to renew the "stlrc.org" domain name.
- After discussion, the BOD agreed that the 2018 annual dues amount should be \$10.00, the same amount as in 2017.

6. Needed Changes to the STLRC Checking Account:

- Darryl Fabick stated that the current STLRC checking account is still listed under his name and that appropriate changes should be made.
- After discussion, James Cobb and Darryl Fabick agreed that they both would go to the bank together and transfer the account so that it would be listed under James Cobb's name, since he is the current STLRC Treasurer.

7. Attracting Younger Board of Directors and More Diverse Members:

- In an open discussion, directors said that STLRC should attempt to:
 - Encourage younger members to serve on the Board of Directors.
 - Consider ways to attract more diverse members.
 - Consider whether the STLRC business cards should be revised to present information regarding STLRC in addition to the current layout which only lists the STLRC name and website address.
- Billie Teneau and Joan Fromme agreed to work as a subgroup and develop items for the BOD to consider in a future BOD meeting.

8. STLRC Membership Personnel Data Responsibilities:

- Faye Holdenried suggested that the BOD should begin to search for a replacement for her concerning the STLRC Membership Personnel Data Responsibilities.
- Key tasks involved in performing the STLRC Membership Personnel Data Responsibilities are listed below.
 - Receive Membership Application & Renewal forms submitted by new members and renewal members.
 - Check the personal data submitted by new members and renewal members, and where necessary contact the respective member to obtain clarification.
 - Input the personal data for each STLRC member into the Microsoft Excel Workbook that is used to store STLRC personnel and STLRC financial details.
- Faye said that for the immediate future, such as for the 2017 End of Year Ride & Pot Luck Picnic, she would continue to perform the Membership Personnel Data duties and that the 2018 Membership Application & Renewal form could continue to list her name and address for new members and renewal members to mail their respective forms to her.

9. STLRC Business Cards:

- In response to Wayne Marsh's inquiry as to whether there were sufficient STLRC business cards on hand for use in the upcoming 2017 End of Season Ride & Pot Luck Picnic, Billie Teneau said that she had several hundred of the current cards and distributed several cards to other directors.
- Billie also suggested that the BOD should consider putting more detailed information concerning STLRC on the card, in addition to the STLRC name and website address which are currently displayed on the cards.
- Billie Teneau and Joan Fromme agreed to include this issue in their development of ways to attract younger Board of Directors and more diverse members as discussed in item 7.

10. 2017 End of Year Ride & Pot Luck Picnic:

- Known Details:
 - Date: Tuesday, October 17, 2017.
 - Location: Kirkwood Community Center.
 - Lions Shelter reserved by Tom Mitchell on 02-16-17.
 - Rides depart at 9:00 a.m.
 - Ride Coordinators: Larry Essmann & Wayne Marsh.
 - Pot Luck Picnic starts at approximately 12:30 pm.

- Administrative Details & Responsibilities:
 - Update STLRC Membership Application & Renewal form.
 - Wayne Marsh has updated the STLRC Membership Application & Renewal form for 2018.
 - As discussed in item 8, the 2018 Membership Application & Renewal form will continue to list Faye Holdenried's name and address until a replacement for Faye Holdenried is identified.
 - Wayne Marsh will bring paper copies of the 2018 Membership Application & Renewal form to the 10-17-17 End of Season Ride & Picnic.
 - Wayne Marsh will also forward a copy of the 2018 Membership Application & Renewal form to David Brown for David to upload the form to the STLRC website.
 - David Brown will upload the 2018 Membership Application & Renewal form to the STLRC website in time for persons to download copies before the 10-17-17 End of Season Ride & Picnic.
 - Faye Holdenried will take responsibility for receiving submitted 2018 Membership Application & Renewal forms and the \$10.00 annual fees for 2018 at the 10-17-17 End of Season Ride & Pot Luck Picnic.
 - Sharon Friedrich will take responsibility for the purchase of paper products for the Pot Luck Picnic.

11. Nominating Committee for Four 2018 Board of Directors Vacancies:

- There will be four two-year term vacancies to be filled for the 2018 Board of Directors.
- Current 2017 BOD member Joan Fromme agreed to serve as the leader of the Nominating Committee.
- The current 2017 BOD identified the following names of current STLRC members, listed in priority order, for Joan Fromme to contact to see if they would be willing to serve as one of the other two STLRC members on the Nominating Committee.
 - Larry Essmann
 - Deedie Cote
 - John Buck
 - Pat Kallaos
 - Dixi Smith
 - Harold Wisely
 - Glenda Morrison

- Joan Fromme and the other two members who agree to serve with Joan on the Nominating Committee will perform the following tasks:
 - Develop a list of four names of STLRC members who are willing to serve a two-year term of office as a director on the Board of Directors beginning in 2018.
 - Provide the list of four names to the current 2017 Board of Directors by early 2018.
- The qualifications required to serve on the STLRC Board of Directors are identified in the STLRC Bylaws, Article VI, Board of Directors.
- As stated in the STLRC Bylaws, Article V, Membership and voting rights, Section 3, Nomination and election of Board of Directors, "Directors may be reelected to the Board in the same position previously occupied, or to another position, by a vote of the membership."

12. STLRC Cycling Jerseys:

- Pat Cannon discussed previous activities that have been taken regarding this topic.
- After discussion, it was agreed that this topic should be tabled until a future time.

13. Wheel 'N Warriors Project:

- David Brown discussed previous activities regarding this topic which were summarized in a comprehensive email that he had sent to the local contact person for the Wheel 'N Warrior Project. David said that there has been no further activity regarding this project since his email.
- David Brown said he would send a copy of his comprehensive email to all other directors.
- James Cobb stated that one very important issue regarding this project was that if STLRC were to be officially involved in the project, STLRC would need to make our insurance carrier aware of STLRC's involvement, which would most likely cause the cost of STLRC insurance to increase.
- After discussion, the BOD concluded that STLRC should not pursue this matter any further.

14. Attachments to These Minutes:

- STLRC 2017 Interim Financial Report, dated 09-13-17.
- David Brown's 04-19-17 email, entitled STLRC and the WHEEL 'N WARRIORS.
- STLRC 2018 Membership Application & Renewal form.