

PSTA Discussion

August 22, 2021

Action items to be added to the PSTA Club Meeting as New Business. The club understands these items are numerous and may take several meetings to discuss and resolve.

1. Board of Directors meetings:

- a. When do you have the directors meetings?
- b. Are they open to anyone?
- c. Where do these minutes get posted?
- d. Should board members be active members? Most of our board members do not attend meetings or activities. What are the clubs expectations for Directors?
- e. Board of Directors meetings are open to the public in Iowa. As a club member I don't even know when the directors meet.

The directors meetings are more important than the monthly eat and greet meetings but I hear nothing about them.

Board of Directors meetings are open to the public in Iowa. As a club member I don't even know when the directors meet.

Action: Board of directors meetings should be scheduled with date and time posted. Meeting should be open with an invitation to all club members to attend. Meeting minutes should be posted on the PSTA web page.

2. By-Laws

- a. Include in the bylaws the title and job descriptions of officers (currently in the by-laws) and expectations of participation in board meetings.
- b. What are our voting procedures and who, how and what we do with votes? No ballot information is provided to anyone running for office until the results are posted.

Note: The candidates running for office and open positions were discussed prior to the election at PSTA business meetings. In the last PSTA election, prior to the end of voting deadline, communication was sent to the PSTA membership containing the ballot with candidate names listed. For each position, the ballot contained areas for 'write-in' candidates.

After discussion addition: January 8, 2021-Sample Ballot was sent to the PSTA membership with known candidates to-date. January 20, 201 - Official Ballot was sent to the PSTA membership, with known candidates and areas for 'write-in' candidates. February 8, 2021 - Reminder to vote using Official Ballot was sent to the PSTA membership.

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By -Laws (continued)

Action:

- a. Create an election committee.
- b. Form rules and procedures for election of new officers and directors in accordance with club by-laws.
- c. Provide notification of elections.
- d. Solicit candidates for each office or position.
- e. Assist club in defining candidate requirements and duties.
- f. Post names of candidates, their qualifications and why they want to be an officer.
- g. Is a new rule required to restrict multiple officers or directors of the same household to avoid possible conflict of interest within the club leadership?

3. Officers or directors are servant leaders in supporting the members. Or at least in my opinion. Why is nothing delegated to us?

Action: Club membership needs to be proactive, volunteer and participate in club activities and leadership positions.

4. The club does not have insurance, so why can't we do group rides with liability release forms signed prior to the ride. Ride at your own risk.

Action: Review how the club initiates rides and requirements for participants such as non-members. Resolve any questions concerning "club rides".

5. Why do we meet monthly?

Action: Are monthly meetings to continue? Change to a quarterly format?

6. No family members or husband wife should be in the officers positions. How do we change this?

Action: See action item #2 g. May require a change to existing by-laws.

Notation: Need more members to volunteer.

7. What are we doing with the increased dues? What does the club want to do? Does the club want to continue with the increase? Contribute to a charity? Riding classes?

Action: Bring question before the club for discussion and resolution.

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8. Visibility and transparency of bank accounts and membership spreadsheets. Should include a discussion allowing members to not have certain data public (address, email, phone number).

Action: Discussion and resolution. The recommendation is that club accounts should be transparent and available to all members in good standing. This can be done with current Google account sharing functions.

Membership spreadsheets – See item #14.

9. Accounting is to be done using electronic methods, posted, and maintained on our system.

Action: The club Treasurer will work on this item.

10. Rally committee

- a. Will there be a signup sheet for non-members to volunteer?
- b. General membership fees include your rally fee, one t-shirt if dues are paid in the first 2 months of the calendar year.
- c. Do members have to pay a rally fee? What if they volunteer a set number of shifts or hours? Stay the course this year and decide for next year's rally?

Action: No volunteer sign-up for non-members.

Club discussion of this item for future rallies. The consensus was that there is benefit to members that attend the rally, dinners, camping, music.

11. Membership Committee. This was discussed at a previous meeting. Why isn't this listed in the meeting agenda under Old Business? There has been no follow up. Create a membership position or group. Write the agenda and purpose.

Action: Add agenda item for creation of a membership committee.

12. Meeting Agendas. Items are brought up in the meetings but not discussed to a conclusion. These items should be listed under Old Business, presented to the club, and brought to a resolution.

Action: As noted, all club members should be diligent in making sure all voices are heard and items brought up are discussed and resolved by club members.

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13. PSTA Web Site. No new material has been added to the PSTA website. Meeting minutes are not being updated? Do we need an active member to take over the webmaster duties?

Action: Discussion of membership responsibilities when accepting a leadership position.

14. When you become a member or renew your membership you grant the club members the privilege of having access to our membership roster including access to your phone number and email address. This is for communication purposes not the redistribution of marketing materials. You reserve the right to limit this.

Action: Club discussion and resolution on best method to provide contact information to club members while restricting personal information for individual members.

15. General membership fees include your rally fee and one t-shirt if dues are paid in the first 2 months of the calendar year.

Action: Open for club discussion and resolution.

16. Why do we not get active volunteers? The recent board members (2), Vice President, Treasurer and web master were all selected by the President. Shouldn't these have come from member volunteers rather than selected by the President?

Note: After no members volunteered, Steve Carson contacted people to see if they would be interested in the positions available. All board member positions were brought up at meetings, prior to election. Elections were held with known candidates listed on the ballot and PSTA members had the opportunity to add 'write-in' candidates on the ballot. There were no members listed on the ballot as 'write-in' candidates.

Action: Open for club discussion and resolution.

17. A minimum of 5% of our annual budget or \$350 will be donated to a charitable organization yearly. The membership will vote at the meeting held in the 2nd quarter as to who receives the donation. Or a combination of service hours provided by club members to the charitable organization.

Action: Open for club discussion and resolution.

18. General discussion - what is the club doing right? What is the club doing wrong? What do members want to see from the club that they are not getting now? What would they like to see more of?

Action: Open for club discussion and resolution.

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Items of note. No action to be taken but should be considered worthy for club members consideration.

1. Please be pro-active in the club by speaking up, making suggestions, volunteering, being transparent in all mannerisms, including communications.
2. If an issue arises in the club, please seek fair and mutually satisfactory resolution by discussion directly with the member(s) involved. Find out facts keeping an open mind and build upon the premise that our members are a great group of people. Gossip destroys relationships and groups.
3. Club meeting minutes accuracy is important. I've heard the president decides what can be included in the meeting minutes. Is that correct and if so, the club is violating Iowa law?

Note: The secretary, Jeanette Carson, indicated the minutes are definitely not dictated or decided upon by the president. Minutes are sent to the membership, prior to each meeting. Additionally, members have an obligation to speak up, prior to approving (prior meeting's) minutes before each meeting.

4. Articles of incorporation are required by Iowa law.
5. I request an external audit. Area we prepared?

Note: The club has an annual internal review and audit of the accounts.

6. Firewood will be provided at the rally so the club has a lot of extra firewood. Should firewood be offered to the club members? Should it be free, for a set price or by donation? Offered to members who worked that day as priority? Open to any member?

Note: This item was voted on in a meeting by the membership.

Resolved in a prior meeting. Firewood is offered to club members.

7. Any changes in membership guidelines or dues will be voted on by the board.