

## 2017-02 Agenda

- Roberts Rules Handout - Shaun
- Last Meeting Minutes Review

## 2017-01-22 minutes

- Attendance
- Sarah, Bill, Pat V., Shaun, Jackie, Ivan, Susan, Shamus
- Guests
  - Jeff C-Distracted Driving Summit-Wednesday 1/25- 8am-1:30pm Jeff needs assistance with bike valet and leading group ride-Sarah can help, Pat V will let us know, Ivan can help with ride at 9am
  - Stevie-3 Feet Please- \$5k donation which was deposited into bank acct. Tabling will go to tabling and merch; Stevie-TBag Street Team info-stickers are ordered-550 standard in black and red, I like bike buttons-artwork is being worked on -500 small ones and 300 big ones, 40 "keep Tempe hot" car bumper stickers, can Stevie hire artist to do flyers-Pat is liaison for Stevie with Street Team info, we will give Stevie a list of all the rides and the dates and she will get flyers printed out-for future-Stevie get us a number for flyers so we know how much we are going to be paying;can someone email Stevie places she should set up flyers at. All board members email Stevie places that she can have flyers at.
  - Claudia Becho-with Gilliland Middle School- bike program-Recycle a Bicycle program-partnering with City of Tempe-would like some support, to increase amount of classes-would like to extend to 2-3 classes in coming years-they need operating funds in order to do this- \$15k till 2018-\$1300 for this spring to keep class going, \$2500 next fall, \$2500 next spring, and almost \$4000 for fall of 2018-also would like to eventually get another teacher-estimate of \$85 per student per bike. They are working on implementing a safety program. Can we give money now-do we want to do lump sum or stipends? Motion to vote on \$1275 in spring majority vote-passed.
  - Tristan Black-Student Planning Association at ASU- adopted a park-NE corner of Tempe Town Lake-once a month for the next 3 months will be doing a ride to the park to clean it up-if anyone is interested in joining in ride-first one will be February 19th, March 19th, and April 2nd. Also wanting to put together safety info sessions for students, IE Bike 101, planner meetings to give info on struggles, etc, looking to get City to come and discuss success of bike month, also an event on bike innovation. Looking for people to possibly join, present, hand out information-they have a FB page-Bill is liaison for this can get information.
- Events
  - Strong Beer Fest 2/11- Steele Indian School Park-Pat talked to PSP about running this since it's in PHX-they are going to get volunteers and we'll give them racks to use, Shamus will send volunteers for this
  - Low Life Event at 4 Peaks 2/11- Contact with organizers-Bill will follow up and get details on this-tabling, also bike valet
  - Bike to Art-Pat-city put this together-4/8 (Saturday)-they need volunteers-Pat is in contact with them-Stevie may be able to do
  - San Tan Brews Cruise 2/18 meet at 2pm leave at 3pm (250 riders) in Chandler-San Tan Brewing to places around Chandler-4 mile ride with 3 stops-need people to help manage the ride-Stevie plans to ride to it and help out-Stevie is point person for this, Sarah may be able to help out
  - Winter Games 2/25- need to figure out games, liquor license, and get park secured-Shamus will be point person on this-Pat will do Park permit and liquor license-Shamus will delegate any help he needs-He and Pat will set up a meeting about this.
  - March 31-April 3-Final Four Basketball-Sustainability committee-they want us to run 4 location bike valet-in DT PHX. Pat would like at least 2 valet managers per location per day and would like to pay the managers and coordinate volunteers-shifts will be around 12 hours. Shaun would like to know how much money is available-budget organizing-another meeting may need to be set up for this. Will there be any other valets organizing

at this time, we don't know-bike coalition at ASU- Bill and Ivan will follow up with Bike Coalition on this

- Other Business

- Bike coordinator- someone to focus solely on organizing rides, volunteers, rides, etc. Should coordinator and events coordinator be the same thing or should there actually be an event coordinator. Let's talk to Jeff C. about if he would be interested in this, and possibly training someone to do this. Shaun is interested in developing the position and will write up and send out to everyone.
- Ivan-ASU Bike helmet request-requesting 25 helmets-this would be about \$10.50 per helmet-Landis would donate this "at cost" total of \$225 for helmets-Ivan is checking to see if they can cover tax and shipping. Stevie asked if they could "sell space" on the helmet-will give \$5 per if they can put a 3 feet please sticker on them. Ivan will continue working with Charles on this.
- Liquor License- Pat-will follow up on this further-had difficulty with the last person he spoke to, but Chamber of Commerce has a year long liquor license-Pat will check into this further.
- Intel Brevity- Intel gives money to charities on behalf of employees-someone at Intel nominated this-email came to info- Jeff C. accepted nomination and filled out general TBag information-online applications-who wants to take this on? This would include needing tax info, etc- Can we get general info to supply, Tax ID, etc. Pat will look at this and follow up with Shaun who will look into it further, Bill thinks it's important to add to website which he will do.
- National Bike Summit- in Washington DC- March 6-9th- good industry contacts, good to get into congress people's offices and discuss cycling. Last year Pat paid his own way, this year it would be good to get at least 2 people there-TBag can pay for registration- Pat plans to go, Bill is interested, also 3 Feet Please would be good to go.\$550 for the week, can do SW and AirBNB. price goes to \$650 from \$550 on 2/1. Bill, Pat, and Ivan would like to go-Pat requests possibly Denise as well. Need to know for sure by 1/26 they will discuss further.
- Jackie- (old business) dates for 2017 events-when are we going to do events-table for next month PUT ON AGENDA-also asks that everyone think about what worked and didn't work
- Email inbox, events, etc-Jackie has updated everyone on this. Quarterly email to subscribers, volunteer listserv, etc-would be a good idea-Bill suggests checking with Ashley about this-also campaigns on Mail Chimp for this. Put on AGENDA for next meeting-next email would likely be in March (quarterly)
- Bike Lights update? anyone heard from Mark and Sushi? they usually let us know when they need lights nobody has heard from them, Stevie will reach out to them to check in-
- Monthly or Quarterly bike certification- would it be valuable to offer quarterly, or have a standing date for this? Pat asks if we could do end of Feb/March- Pat would like to set up an LCI training for April. This is open to the community. Bill can teach something in April or May-Pat would like to get city of Tempe involved. Pat will put curriculum together. Revisit next meeting.
- Street Car design - Infrastructure Point Person? Susan Conklu will advise TBAG with information about city of Tempe plans regarding bike elements
- Condos on west side of Marina - Signs forbidding riding-concerns about this- good to figure out exactly what signs are targeting.
- Women and Family outreach budget request-Jackie has been working on getting more women and kids involved in biking. Scouts have to pay for classes to get cycling badge. Jackie looking for ideas on branching out from "usual" population. Jackie would like to coordinate some planning meetings over the next couple months- 3 in the next 3 months-would like to make a "goodie bag" to hand out to kids also safety info and maps for parents-Jackie would like to give out bells-Landis has donated "at cost" for bike bells-\$1.99 per bell- request for 100 bells \$200, bags- gift bag, or something to put them in-budget approval, offer curriculum for bicycle safety for scouts and give them their badge,

scouts can earn badges for other activities, marketing, fundraising, etc, we could be a point person for anything bike related. Jackie is asking for \$410, \$100 for meetings, \$200 for bells, \$25 for bags, \$85 for badges. Jackie already has 3 girl scout troops who are interested. Shaun motions to approved. board voted to approve.

- Process for receiving checks-who can deposit? I can deposit if I have routing number- I need number for deposit, let Shaun know and 3 Feet Please if it's for them, also -send thank you card if it's for TBag (Sarah)
- Shaun will take care of Amazon Smile Account
- Bike Count- Bill cannot coordinate the bike count this year. Stevie can help with coordinating. Add bike count to next AGENDA.Cliff wants to make sure what we are doing with bike count is relevant to what city wants. Cliff asks if we want to do bike count every year or every other year? Do we want to rely on city to pay for automated counts- Susan feels they won't budget for this. This needs to be moved to another meeting.
- Bike Month- MacKenzie- do we have a ballpark amt for tour de Tempe-how many volunteers can we get-Tour de Tempe is 4/2.Bikes and Beer-4/20- whoever has permit needs to do pouring. Tbag can do-Jackie, Shamus, Susan can volunteer. Bike to work 4/19-. Bikes and Beer- we can provide bike valet.
- Policies and Procedures- Bill as a non-profit- that is looking for grant funding we have to have agenda under control. Public meetings are run a certain way and we've strayed away from this. Agenda needs to be set a week before. this point forward-Sarah will make up an agenda document to publish to website- a week prior. we will also send an email out a few days before a week before meeting-only board members can add things to meetings. Bill would like to see this done as a procedure. Shaun thinks we need a page on website about meeting policy. Bill will update website with this, how public comment works, agenda, etc. set up a google form to be a guest speaker. Add this to next AGENDA.
- Open board member position-must be voted in by board. Board should think about who they may want to add or vote on to the board discuss in next meeting-add to AGENDA.
- Next meeting- 2/19 (February 12 will be last day to add stuff to the meeting agenda)
- Board Attendance
- Public Address
- Officer Updates
  - President
  - Vice President
  - Secretary
  - Treasurer
  - Webmaster
- Committee/Event Updates
  - Three Feet Please - Stevie
  - Bike Count 3/28 - 3/30 - Stevie, Bill, Cliff
  - Winter Games 2/25 - Shamus & Pat V
  - Final Four 3/31 - 4/1 - Bill
  - Brews Cruise 2/18 - Stevie
  - Education - Pat V
  - VOTE - National Bike Summit -
    - TBAG paying for registration for four people \$2200 and/or accommodation for 4 nights.
    - Attending: Bill Terrance, Ivan Lopez, Patrick Valandra
    - After Summit Review/Presentation
  - Bike Month
    - Tour de Tempe 4/2 - Jackie, Shamus, Shaun
    - 
    - Bike to Work Day 4/19 -
    - Bikes and Beer 4/20 - Jackie, Shamus, Shaun
      - Valet Needed

- NBB Bike Summit
- Agenda Items
  - Events planning for next year and discussion
  - Open board position
  - Insurance
    - Paid
    - Cert is on <https://drive.google.com/open?id=0Bx5kiBMGxuHzbWo0Sk1Hd2F0Vkk>
  - Community Organizer position- Shaun
    - Constitution - Shaun
  - Survey of people's participation time - shaun
    - Fort Collins
    - Ryan Guzy, Dan Ryan, Patrick Gilbery
- Old Business
  - Quarterly email updates for subscribers/volunteers
  - Policies and Procedures
  - Ride/Events Coordinator
  - Pay Gilliland Spring Semester - re-cycle Bicycle program