

Tempe Bicycle Action Group
Agenda: Public Board Meeting
Published: March 13, 2017
Meeting Date: March 19, 2017

Previous Meeting (February 19, 2017) Minutes:

- Board Attendance- Shaun, Sarah, Bill, Jackie, Ivan, Pat V.
- Public Address-No public address
- Officer Updates
 - President-No updates
 - Vice President-Women and Family Outreach-bike bells received,-slightly over budget-Jackie will send thank you note to Landis for their help with this Sarah will help. First Women and Family planning session at Taste of Tops on 2/23 at 7pm. Ivan shared that the 25 helmets were also received and delivered for ASU. Still need to get in touch with Stevie about putting 3 feet please and TBAG stickers on on helmets. Ivan will follow up with Stevie.
 - Secretary-permit for Clark Park-Winter Games is secured.
 - Treasurer-Shaun provided board with copy of Robert's Rules of Order to discuss how to run meetings and ensure that information is made available and user friendly-a good tool to use to work together as a team and in our advocacy. Bill shared that it would be good to be transparent and share information between board and volunteers.Current agenda was based on Robert's Rules of Order. Board discussed appropriate way to conduct meeting;Shaun asked about money for 3 feet please, if they are using money for helmets or not-Jackie and Pat answered that 3 feet please gave TBAG money to act as a treasurer-should this have gone to helmets? TBAG has agreed to be the fiduciary for 3 Feet Please-TBAG holds their money and uses it toward what 3 Feet Please would like us to. Shaun sent out a facebook message with a page called "The Treasurer Report" on the TBAG website board can get to it through FB Messenger. Shaun is working on this-a website on the TBAG budget-info will be made available to the public-board will decide on what public facing information will be. Bill feels financial information should be available to the public. Jackie feels that when board members request to be reimbursed for an approved spending they should come to the board and ask for money and fill out google form to request money. It would be good to have transparency with the board if someone is asking for a reimbursement, volunteer or board member. Shaun will continue to work on this.
 - Webmaster- Bill has been familiarizing himself with website, and updating email lists-asked if there is anything he should be working in addition, Shaun had suggestions on things to update on the website. Ivan suggested that the board of directors link be updated. Jackie asked that her last name be changed. Shaun pointed out that all front facing spreadsheets are in Google Drive if they need to be updated.
- Committee/Event Updates
 - Three Feet Please - Stevie not present- no update
 - Bike Count 3/28 - 3/30 - Stevie, Bill, Cliff-Bill gave update that dates are confirmed-Bill will be doing trainings the week before for volunteers. Don Casano room is secured for trainings which will cost \$120 which will come from Bike Count Budget. Stevie emailed asking if money was allocated for volunteer party. Spinelli's will donate pizza and a keg of beer for the party. Ivan asked if there is a list for people to sign up to volunteer for bike count. Bill said there will be a way through Stevie to set this up-there will be a sign up for the website. Sarah asked who is coordinating volunteers, Bill said Stevie is working with Jen Guzy on this. Jackie asked if Bill wants to assign point people for this, Bill said to contact Stevie about this.
 - Winter Games 2/25 - Shamus & Pat V- Pat gave update-event will be at Clark Park-we have beer permit as well. Shaun asked if Shamus can go shopping for event on Thursday-Pat will give Shaun Costco card and Shaun will take Shamus shopping.
 - Final Four 3/31 - 4/1 - Bill- Not much more information through ASU Bike Coalition-still looking for details about staffing, shifts, etc. Pat informed there will be two big valets, 50x20-Coca Cola will

provide signage- city does not want directional signage. Pat says we need to get racks inside-city will provide fencing, tables, chairs-will provide volunteers as well. Pat wants managers in the two sites. Two each day-Pat is waiting on solid hours on this and will share with the board. Bill asked about paying minimum wage pay for managers- confirmed we need to pay \$10. Also, TBAG has to provide valet racks. Discussion of whether or not we can get more metal racks as opposed to wooden racks. Bill will get in touch with Susan Day with Valley Metro about more bike racks. Bill confirmed we need 24 racks total. Jackie shared that she could be present as a manager, Bill thinks it might be good to have a board member but Pat said there are other events going on that weekend as well-board members will need to attend. Jackie feels that whomever the point person is that they put it on calendar. Webmaster needs to work on getting everyone access to change things on calendar.

- Brews Cruise 2/18 - Stevie-was cancelled due to rain. Pat said Ryan Guzy mentioned they are thinking of rescheduling.
- Education - Pat V-Adult education- No updates
- VOTE - National Bike Summit - board voted on paying for conference fees-Bill asked to move this to next meeting to discuss possible reimbursement for these fees next meeting. Pat wants to confirm that TBAG can pay for registration. Bill confirmed this is \$2200 for 4 people. Pat would like budget numbers and apply this to next year's conference. to confirm, Bill, Ivan, and Pat are interested in attending. Also-After Summit Review-Pat asked to vote for approval to pay for his and Ivan's registration.
- Bike Month
 - Tour de Tempe 4/2 - Jackie, Shamus, Shaun- Pat shared that we tabled last year-and did directional finding-Pat saw preview of shirts-TBAG has a logo on the back. For this year will need to bring tabling material-they will have a tent, a table and two chairs- we have 3 volunteers for this.
 - Bike to Art - Pat is meeting with Tempe Center for the Arts on the 20th to talk about this-city wants helmets required-City wants us to chaperone the whole thing.
 - Bike to Work Day 4/19 - Pat- City is talking about starting at two locations and meeting at N'Counter-more to come on this
 - Bikes and Beer 4/20 - Jackie, Shamus, Shaun- Pat-went to special events committee on past Thursday morning-Tempe Fire wanted to make some changes to fencing, would like a valet, and people to pour beer. Jackie will be on panel for Bikes and Beer.
 - Valet Needed-Pat said we can do this.
- NBB Bike Summit-March 31st and April 1st- Pat-Tour de Fat partners go to New Belgium in Ft. Collins and tour the facility -free to all TdF partners, just have to pay for way there and lodging
- Agenda Items
 - Events planning for next year and discussion- Jackie moved to move this to next month-Bill seconded but asked if this should be a committee. Recap-Jackie wants to pre-set when events will be- Bill asked if this should be a committee- Pat motioned to make a working meeting an hour prior to next board meeting to discuss events dates-board will meet at 6pm.
 - Open board position- Bill-3 individuals who ran for board last election who did not get elected- should we appoint anyone to board. Pat stated that board can ask and bring on someone to fill that position. Bill reports this needs approval. Bill suggested that Mike Morgan be contacted to ask if he is still interested in board position. Motion to ask if he wants to be on the board-Ivan will contact-all approved.
 - League insurance is paid-certificate is on Google drive-if anyone needs a copy. Bill asked why board is not notified that insurance is running out. Pat mentioned that there should be a reminder on his calendar about insurance. This could be done on TBAG calendar- Bill asks if we can give the insurer the TBAG board email.
 - Community Organizer position- Shaun- will need to be tabled to next meeting
 - Survey of people's participation time - Shaun- Would like a discussion of what people's expectations are- but needs to table for next meeting. Bill thought of a possible survey of volunteers.
- Old Business

- Quarterly email updates for subscribers/volunteers-emails should be added to mailchimp and updates can be sent out this way-Sarah will talk to Ashley about updates and talk to Jeff C about Mailchimp
- Policies and Procedures-Robert's Rules of Order-Bill asks if everyone is comfortable with the agenda going forward-everyone said yes.
- Ride/Events Coordinator- discussion of who should do this-perhaps Mike Morgan, if he accepts board seat, he may also be a good choice to be a ride/events coordinator-also, there will be discussion of a budget for this. Ivan will follow up on this.
- Pay Gilliland Spring Semester - re-cycle Bicycle program- This was voted on last time-Pat asked if we got her a check-Shaun said not yet but asked what the best way to deliver this would be. Suggestion that we deliver it to the school. It was agreed that we can do this-Pat will find out when Claudia and principal will be available.
- Next meeting date: meet on 3/19 at 7pm, 6pm-7pm board members only for working meeting-very IMPORTANT that everyone be here.

2017-03-19 Agenda

- Board Attendance
- Public Address
 - Guests: Lance & Katie w TBAG-Families: Bunny Hop Ride Request for Support
 - Guest: Melissa Thibault w ASU: capstone bike safety proposal
 - Guest: Ken Barnett: Ride of Silence
- Officer Updates
 - President
 - Vice President
 - Secretary-contact list for email/volunteering at events
 - Treasurer
 - Webmaster
- Review of National Bike Summit- Pat, Ivan, Bill
- Committee/Event Updates
 - Three Feet Please-Stevie
 - Bike Count 3/28-3/30 Bill, Cliff, Stevie
 - Final Four 3/31-4/1
 - Bike Month
 - Tour de Tempe 4/2 Jackie, Shamus, Shaun
 - Bike to Work day 4/19
 - Bikes and Beer 4/20 Jackie, Shamus, Shaun
 - NBB Bike Summit
- Agenda Items
 - Vote-National Bike Summit reimbursement- Pat V., Ivan, Bill
 - Community Organizer position- Shaun
 - Survey of people's participation- Shaun