# Bicycle Board: April 2018 General Meeting

**Date:** Thursday, April 5th, 2018 **Time:** 6:30pm-8:00pm **Location:** Public Safety Building, \*Conference Room\*

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| **Clock Time** | **Duration (min.)** | **Topic** | **Discussion Leader** | **Desired Outcome** |
| 6:30 PM | 5 | Schmooze time | Everyone | All ready to start work. |
| 6:35 PM | 5 | Agenda | Drew | March minutes approved, April agenda finalized. |
| 6:40 PM | 5 | Mapping | J. Nellis | Board informed about changes or change requests to maps |
| 6:45 PM | 15 | Ripe Bananas | Drew | Pressing issues identified and plan to address them defined. |
| 7:00 PM | 45 | Bike Month | Chip | 2016 Bike Month Plan Reviewed, scope of work and goals set for 2018 bike month, owners and champions identified for bike rodeo / commuter stations / etc |
| 7:45 PM | 15 | Open Action Items | Drew | Items reviewed, closed, and/or due date adjusted. |
| 8:00 PM | 10 | New Action Items | Brian | New action items summarized; owners and due dates verified. |
| 8:10 PM | - | Meeting Adjourned |  |  |

**Read-aheads 1)** March minutes, 2016 Bike Month Plan (thanks to Brian Ricketts!)

**Open Action Items**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Category / Committee** | **Project** | **Description** | **Owner** | **Assigned** | **Due** | **Status / Notes** | **Closed** |
| 2 | Engineering | BFC Signs | Install Remaining 2012 BFC Signs | A. Stockdale | 8-Aug-15 | 5-Oct-17 |  |  |
| 3 | Engineering | Bike Parking | Install (5) Remaining Parking Rings | C. Wamsley | 8-Aug-15 | 21-Sep-17 | Rings to be installed in March 18 |  |
| 82 | Engineering | Bike Locker Signs | Install signs for bike locker(s) | D. Davis | 2-Feb-17 | 21-Jan-18 | Designs need to be finalized |  |
| 91 | Outreach | Share Bus Shelter Designs | Work with MTEC to develop new bus shelter designs | D. Gatlin | 7-Sep-17 | 13-Sep-17 |  |  |
| 94 | Community | Neighborhood outreach | Spread the word about bike board at community meetings | All | 5-Oct-17 |  |  |  |
| 102 | General | Action Item | Split / make action items achievable | All | 4-Jan-18 | 1-Feb-18 | Items continue to be split. |  |
| 104 | Community | Annual Events Committee | Communication with Captain McCabe | C. Wamsley | 1-Feb-18 | 12-Feb-18 | Chip will contact Captain McCabe to set up a meeting with Robbie. Goal: obtain contact list and schedule for upcoming parades, discuss bike board participation in events. |  |
| 108 | Outreach | Events Committee | Best practices: how to reach out to Mon County Schools for events | M. Newcome | 1-Mar-18 | 14-Mar-18 |  |  |
| 109 | Outreach | Events Committee | Contact WVU Sustainability, NCEWH, City of Morgantown Communications | B. O'Meara | 1-Mar-18 | 5-Apr-18 |  |  |
| 110 | Outreach | MTEC Bus Shelter | Send formal request for help to board for bus shelter install issues | D. Gatlin | 1-Mar-18 | 14-Mar-18 |  |  |
| 111 | Internal | Bike Plan Update | Review board accomplishments and tell Chip if he's missing anything | all | 1-Mar-18 | 3-May-18 |  |  |
| 112 | Internal | Exit Interviews | Share an exit interview to use for departing board members | H. Grandon | 1-Mar-18 | 14-Mar-18 |  |  |
| 113 | Engineering | BFC Signs | Place new award date stickers on existing signs | C. Wamsley | 1-Oct-17 | 3-May-18 |  |  |