# Bicycle Board: November 2015 General Meeting

**Date:** Thursday, November 5, 2015 **Time:** 6:30pm-8:30pm **Location:** Public Safety Building, Training Room 1

**Timekeeper:** \_\_\_\_\_\_\_\_\_\_ (assign during meeting)

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| **Clock Time** | **Duration****(min.)** | **Topic** | **Facilitator** | **Desired Outcome** |
| 6:30 PM | 5 | Schmooze time | Everyone | All ready to start work |
| 6:35 PM | 5 | Agenda | Chip | Approve Oct. minutes, finalize Nov. agenda |
| 6:40 PM | 5 | Ripe Banana Issues | Everyone | Issues identified and plan to address them defined |
| 6:45 PM | 5 | SLM/BMUFL Locations | Damien | Status, report back from CCCOW presentation |
| 6:50 PM | 10 | Sustainable Living Class Pres. | Jing | Deliver the presentation? |
| 7:00 PM | 5 | BFC signs | Damien | Installation date commitment for remaining signs |
| 7:05 PM | 5 | Locker signs | Damien | Installed? Installation date commitment |
| 7:10 PM | 10 | Mon Blvd. climbing lane | Damien | Installation date commitment |
| 7:20 PM | 5 | Parking rings | Damien | Installation date commitment for 6 remaining rings |
| 7:25 PM | 5 | Christina Hunt | Christina | VISTA Project Solicitation? |
| 7:30 PM | 15 | BB Reorganization | Chip, Drew | Procedural Guideline solicitation report back |
| 7:45 PM | 10 | 2016 BFC Application | Drew | Status Report, guidance, recruitment |
| 7:55 PM | 5 | Document Depository  | Drew | Adopting the OneDrive; decision Y/N |
| 8:00 PM | 5 | Allstate Education Grant | Frank | Candidate recruitment; fall CCC class dates; LCI cert. |
| 8:05 PM | 5 | WVU Public Safety Partnership | Chip | Status, plans – also, Freshman Orientation Packet |
| 8:10 PM | 10 | Action Item Review | Chip | List open items, responsible person, dates; review closed |
| 8:20 PM | 5 | Next Month’s Agenda | Chip | Draft December Agenda |
| 8:25 PM | 5 | Meeting Evaluation | Chip | Solicit feedback; how to improve future meetings |
| 8:30 PM | - | Meeting Adjourned | Chip |  |

**Read-aheads:**

1. Procedural Guidelines
2. 2016 BFC Application

Action Items that resulted from the meeting:

1. Jonathan Rosenbaum will rope in Jonathan Nellis to work on revisiting the ordinance that requires bicycle facilities to be installed at all new developments. Expand geographical scope so it includes new developments like U. Place. Work with planning, keep Chris and Jing in the loop.
	1. Develop proposed update to ordinance to present at December board mtg
	2. Current wording found in **1349.08 PARKING AND LOADING STANDARDS.**: *(C) Bicycle Storage – For all Developments of Significant Impact in this district, the following minimum bicycle storage amenities must be provided:*
		1. *One (1) indoor, secured, sheltered bicycle storage space per dwelling unit.*
		2. *Each space shall be a minimum of 3-feet X 6-feet X 4 feet.*
		3. *Each bicycle shall be individually secured with a lock to a permanent structure.*
		4. *There should be sufficient space for easy access to each bicycle.*
2. Chip will call a meeting between himself, Jenny, Damien, and Jeff to develop a detailed, **signed** schedule for SLM/BMUFL implementation. Schedule will be structured for monthly check-ins by the board. Also, at this meeting, talk about
	1. parking ring installation plan (present / reflect on priority survey)
	2. BFC signs
	3. Locker signs
	4. Mon blvd climbing lane?
3. Drew will send out a prioritization survey for the currently brainstormed bike parking ring locations to BB list.
4. Jing will work to give his bicycling in Morgantown comprehensive presentation to as many places as he can!
	1. Will contact Green Team first
5. Jonathan R will add Christina and Jeff to the bicycle board mailing list
6. Drew will update the Procedural Guidelines with any updates he found and will send out both documents side-by-side
7. Frank will reach out before November 12 to Matt Watson and his family: we want Matt as our K-12 representative!

Notes:

1. Ripe Banana Issues
	1. Printing! Remember our contacts who can help us with documents that need printed!
	2. University Place…where’s the bike parking? Public bike parking, thought it was required on new developments?
		1. Nope, just business district (B4 District). Jonathan(s) will work on updating the ordinance to require a broader geographical scope…
	3. Do we want to structure these meetings along Robert’s Rules of Order? Should we formally adopt them?
2. Sustainable Living Class Pres.
	1. Jing gave an hour long presentation to Dr Haddox’s Sustainable Living class entitled “Bike Morgantown”
	2. It was great, we should standardize and constantly update this presentation and give it regularly to interested groups
	3. Talked about different possible groups: Green Team? What others?
3. Engineering stuff: Parking rings, BFC signs, SLM/BMUFL signs, Locker signs, Mon. Blvd climbing lane
	1. We probably need to approach the installation of these things in a different manner, we’ve been talking about them for too long
	2. Frank suggests creating a detailed schedule and having Damien and Jeff sign it
	3. Chip will call a meeting between Jenny, Damien, and Jeff to create this schedule
	4. At the meeting we should present prioritization for these projects
	5. Meeting is Scheduled for 3pm 12/3
4. Christina Hunt
	1. Serving as a VISTA under WVHUB
	2. Here to make contacts! We gave her as much info as we could recall in a short amount of time regarding different physical activity based groups / events
	3. Invited her to access bike board listserv / archives
5. BB Reorganization
	1. Not really needed. Initial impetus was probably because we wanted to scale up members. Only update needed is MAYBE some wording changes on Procedural Guidelines
6. 2016 BFC Application
	1. Going well! We aim to have a complete draft by mid-December and a finished draft ready for review by early January.
7. Document Depository
	1. Drew says the new OneDrive is ready and open for business, will alert the board mailing list as to its existence.
8. Allstate Education Grant
	1. Not much to report here. Need to figure out how we can host more classes.
9. WVU Public Safety Partnership
	1. Chip will continue to pursue this. Considering hosting classes through WVU Public Safety
10. Action Item Review
11. Next Month’s Agenda
12. Meeting Evaluation

Attendance:

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| Member Name | **Dec 15** | **Jan 15** | **Feb 15** | **Mar 15** | **Apr 15** | **May 15** | **Jun 15** | **Jul 15** | **Aug 15** | **Sept 15** | **Oct 15** | **Nov 15** |
| **Davis, Damien** |  |  |  |  |  |  |  |  |  | X |  |  |
| **\*Gatlin, John** |  |  |  |  |  |  |  |  | X | X |  | X |
| **\*Gmeindl, Frank** |  |  |  |  |  |  |  |  | X | X | X | X |
| **\*Grandon, Harry** |  |  |  |  |  |  |  |  | X |  |  |  |
| **\*Knabenshue, Traci** |  |  |  |  |  |  |  |  |  |  |  |  |
| **\*Nellis, Jonathan** |  |  |  |  |  |  |  |  | X | X | ? |  |
| **\*Newcome, Marilyn** |  |  |  |  |  |  |  |  | X |  | X | X |
| **\*Rosenbaum, Jonathan** |  |  |  |  |  |  |  |  |  | X | ? | X |
| **Selin, Jenny** |  |  |  |  |  |  |  |  |  | X |  | X |
| **\*Shogren, Gunnar** |  |  |  |  |  |  |  |  | X |  |  |  |
| **\*Springston, Derek** |  |  |  |  |  |  |  |  |  | X | X |  |
| **\*Vasile, Emily** |  |  |  |  |  |  |  |  |  |  |  |  |
| **\*Wamsley, Chip** |  |  |  |  |  |  |  |  | X | X | X | X |
| **\*Zhang, Jing** |  |  |  |  |  |  |  |  | X |  | X | X |
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| **\*= Voting Member** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Black = Not Applicable****Blank = Absent****X = Present****Red = Data not compiled** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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