

Bicycle Board: March 2016 General Meeting

Date: Thursday, March 3, 2016

Time: 6:30pm-8:30pm

Location: Public Safety Building, Training Room 1

Timekeeper: _____

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	Chip	Feb. minutes approved, March agenda finalized
6:40 PM	5	Morgantown's Year to Go Green	Holly Purpura	Bicycle Board's role in YTTG campaign defined
6:45 PM	5	Police Liaison	Chip	Police ex-officio member informed
6:50 PM	10	Open Action Items	Drew	Items reviewed, closed, and/or due date adjusted
7:00 PM	5	Ripe Banana Issues	Chip	Issues identified and plan to address them defined
7:05 PM	5	Engineering	Damien	Status of outstanding projects
7:10 PM	5	FY'15 TAP Grant	Derek / Chip	Grant application status reported, remaining sections assigned
7:15 PM	20	Elections	Chip	Vice-Chair and secretary elected
7:35 PM	40	BFC Suggested Projects	Drew	Projects reviewed and culled. Those left assigned to committees / persons with relevant timelines
8:15 PM	5	New Action Items	Chip	List open items, responsible person, dates; review closed
8:20 PM	5	Next Month's Agenda	Chip	Draft April Agenda – Revisit Comp Plan?
8:25 PM	5	Meeting Evaluation	Chip	Solicit feedback; how to improve future meetings
8:30 PM	-	Meeting Adjourned	Chip	

Read-aheads 1) February Minutes 2) Project Assignment Matrix

Open Action Items:

N	Category / Committe	Project	Description	Owner	Date Assigned	Due Dat	Status / Notes	Date Close
1	Engineering		Install Bike Locker Signs	D. Davis	8-Aug-15	ASAP	Need details	
2	Engineering		Install Remaining 2012 BFC Signs	D. Davis	8-Aug-15	ASAP	Need details	
3	Engineering		Install (4) Remaining Parking Rings	D. Davis	8-Aug-15	ASAP	Need details	
4	Grants / Applications	2016 BFC Application	Submit 2016 BFC Application	D. Gatlin	3-Sep-15	1-Aug-16	Open. Board chose to delay submission until August deadline.	
7	Administration	Elections	Elect secretary and vice chair	C. Wamsley	7-Jan-16	3-Mar-16	Open. Elections scheduled for March	
13	Grants / Applications	2016 BFC Application	Transform BFC Takeaway document into project assignment activity for March general meeting	D. Gatlin	4-Feb-16	3-Mar-16	Open. Frank and Drew will meet to design this activity for March meeting	
14	Grants / Applications	FY '14 TAP Grant	Call meeting to revitalize SLM and bus shelter programs	D. Springston	4-Feb-16	3-Mar-16	Open.	
15	Media	Corridors Magazine Article	Meet with Chelsi Baker for interviews and photos for April / May issue	C. Baker	4-Feb-16	18-Feb-16	Open.	
16	Administration	Transition	Transition board management (phone / email / facebook / data duty) to new officers	F. Gmeindl	4-Feb-16	17-Mar-16	Open.	
17	Law / Ordinances	Parking Ordinance Update	Parking Ordinance Update Proposal	J. Nellis	3-Dec-16	7-Apr-16	Open. Original due date was extended from 4 Feb "at least two months". Group J. Whitmore, J. Nellis, J. Zhang, J. Rosenbaum are collaborating with planning department on specific language and strategy for passage of update.	
19	Education	SLM / BMUFL Markings	Develop an advertising strategy to educate the general public	?			Waiting on SLM timeline, need details	