# Bicycle Board: February 2016 General Meeting

**Date:** Thursday, February 4, 2016 **Time:** 6:30pm-8:30pm **Location:** Public Safety Building, Training Room 1

**Timekeeper:** \_\_\_\_\_\_\_\_\_\_\_\_\_

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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 | Chip | Approve Jan. minutes, finalize Feb. agenda |
| 6:40 PM | 5 | Health Benefits of Cycling Article | Chelsi Baker | Volunteers to help complete an article on the health benefits of cycling for Corridors Magazine |
| 6:45 PM | 5 | Police Liaison | Chip | Police ex-officio member informed |
| 6:50 PM | 10 | Open Action Items | Drew | Close or adjust due date |
| 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'14 TAP Grant | Derek | Status; bring the shelter implementation up to a speed comparable to SLM |
| 7:15 PM | 5 | Elections | Chip | Vote on whether to hold elections next month |
| 7:20 PM | 10 | Reviewing Leadership Roles | Chip | Roles and responsibilities of secretary, vice chair, and chair confirmed or redefined |
| 7:30 PM | 20 | Committees! | Drew | Plan for updating existing committee membership and their assigned projects. Define new committees if appropriate. |
| 7:50 PM | 20 | Bicycle Friendly Community Application | Drew | Decide whether to submit application in February or August. New projects identified through completion of the BFC app reviewed and assigned to relevant committees if appropriate. |
| 8:10 PM | 5 | New Action Items | Chip | List open items, responsible person, dates; review closed |
| 8:15 PM | 5 | Next Month’s Agenda | Chip | Draft March Agenda – Revisit Comp Plan? |
| 8:20 PM | 10 | Meeting Evaluation | Chip | Solicit feedback; how to improve future meetings |
| 8:30 PM | - | Meeting Adjourned | Chip |  |

**Read-aheads 1)** January Minutes **2)** Procedural Guidelines **3)** BFC Application **4)** BFC Takeaways **5)** Open Action Items Master List