# Bicycle Board: November 2017 General Meeting

**Date:** Thursday, November 2nd, 2017 **Time:** 6:30pm-8:30pm **Location:** Public Safety Building, \*Conference Room\*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 | October minutes approved, November agenda finalized |
| 6:40 PM | 15 | Open Action Items | Chip | Items reviewed, closed, and/or due date adjusted |
| 6:55 PM | 20 | Ripe Bananas | Chip | Pressing issues identified and plan to address them defined |
| 7:15 PM | 10 | Promotional Project Ideas | Drew | Leaders identified for bike board member bios, commuter-of-the-month, and women who ride promotional programs |
| 7:25 PM | 15 | TAP Grant Project Reviews | Drew | Priorities chosen for 2018 TAP grant project intents to apply |
| 7:40 PM | 10 | Yearly event committee  | Chip | Committee status and updates delivered to board |
| 7:50 PM | 20 | Bike network update | Drew | Board approval of new bike network. Otherwise: champions identified for detailed review of neighborhood routes |
| 8:10 PM | 10 | New Action Items | \*Secretary\* | List open items, responsible person, dates |
| 8:20 PM | - | Meeting Adjourned | Drew |  |

**Read-aheads 1)** October Minutes, bike network map, infrastructure document (draft)

**Notes:**

Open Action Items are limited to 1 minute each and should follow the format below

* Item number was closed on date and requires follow up / new action item / ripe banana discussion OR…
* Item number remains open due to reason and requires follow up / new action item / ripe banana discussion and needs rescheduling to date

Potential Ripe Bananas (all ripe bananas are limited to 5-10 minutes, can include reports back from action items, and must make a request for future action)

**None so far**

**Open Action Items**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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 | Frank emailed previously suggested locations to BB on 12/5/16. Alex will follow up about getting them up. Chip working with Paragon to color-match stickers |   |
| 3 | Engineering | Bike Parking | Install 5 Remaining Parking Rings | C. Wamsley | 8-Aug-15 | 21-Sep-17 | Chip will meet with D. McKenzie to finalize installation |   |
| 60 | Mapping | Change request version control | J. Nellis collects map change requests for review at future board meetings. | J. Nellis | 4-Aug-16 |   | Perpetually Open. J Nellis working to change mapping service from Google Maps to ArcGIS online |   |
| 71 | Engineering | Bus shelters | Install bike facilities at bus shelters | A. Stockdale | 1-Sep-16 | UNKNOWN | Waiting to hear back from DOH. ETA August / Sept 2017. MLTA is working directly with DOH to install shelters outside of municipal bounds. |   |
| 80 | Community | Introspection, Community Input | Reach out to stakeholders and city council with request for input | D. Gatlin | 1-Dec-16 | 1-Dec-17 | Presentation to city councildelayed |   |
| 82 | Engineering | Bike Locker Signs | Install signs for bike locker(s) | D. Davis | 2-Feb-17 | 5-Oct-17 | C. Wamsley will procur vector file from manufacturing company and send to board. |   |
| 84 | Community | Tour de Sharrow | Plan and have this event ready to go | C. Wamsley | 2-Mar-17 | 1-Feb-18 | Have tour planned by Feb 2018 |   |
| 89 | Engineering | City-Funded Sharrows | Plan for installation with city funds | F. Gmeindl | 6-Jul-17 | 5-Oct-17 | Jones / Rawley and Richwood / Charles corridors are top priority in new bike network |   |
| 90 | Outreach | Jenny Selin invites | Various invitations to relevant meetings | J. Selin | 6-Jul-17 | 3-Aug-17 | Jenny will invite certain members to chamber transportation meeting, and will inquire with school of journalism on interns. |   |
| 91 | Outreach | Share Bus Shelter Designs | Work with MTEC to develop new bus shelter designs | D. Gatlin | 7-Sep-17 | 13-Sep-17 | Drew and Kelli LaNeve will exchange designs for bus shelters - MTEC to build and install near White Park |   |
| 93 | Community | Bike Rodeo | Plan and execute bike rodeo | Various | 7-Sep-17 | 23-Sep-17 | Please see September minutes for description of these action items |   |
| 94 | Community | Neighborhood outreach | Spread the word about bike board at community meetings | All | 5-Oct-17 | 2-Nov-17 | Drew will send out an email regarding neighborhood associations etc. |   |
| 95 | Education | Literature review | Read and share current articles on bike infrastructure / theory | All | 5-Oct-17 | Ongoing |   |   |
| 96 | Committees | Grant writing committee | Form a committee for writing TAP grants | C. Wamsley | 5-Oct-17 | 12-Oct-17 | C. Wamsley to meet with J. Zhang and possibly F. Gmeindl to discuss, write TAP grant proposals |   |
| 97 | Education | STAR Guide Infographic | Create a 3-4 page, graphic heavy document summarizing the guide | J. Zhang | 5-Oct-17 | 2-Nov-17 | Drew and Jing will work to draft this document and make it relevant to Morgantown-area projects. |   |
| 98 | Community | Annual Events Committee | Committee will organize various events that will occur annually | H. Grandon | 5-Oct-17 | Ongoing | H. Grandon, M. Newcomb, C. Wamsley, B. O’Meara, and B. Rota will meet to discuss role of committee and form specific events subcommittees |   |
| 99 | Community | Social Rides | Organize and promote monthly | B. O’Meara | 5-Oct-17 | Ongoing | B. O’Meara to organize and promote November ride, (also a Halloween ride if there is a parade) |   |