# Bicycle Board: February 2018 General Meeting

**Date:** Thursday, February 1st, 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 | January minutes approved, February agenda finalized. |
| 6:40 PM | 5 | Mapping | J. Nellis | Board updated on change requests and ongoing attempts to improve the commuter map |
| 6:45 PM | 10 | Bike Plan Update | Drew / Jing | Committee formed to work with MPO to draft scope of work |
| 6:55 PM | 10 | Bike/Ped Traffic Counts | Drew / Jing | Committee formed to work with MPO to review locations / methods of counting |
| 7:05 PM | 15 | Open Action Items | Brian | Items reviewed, closed, and/or due date adjusted. |
| 7:20 PM | 20 | Ripe Bananas | Chip | Pressing issues identified and plan to address them defined. |
| 7:40 PM | 10 | 2018 Event Schedule | Chip | Chip will summarize latest events committee meeting and plans for the upcoming year. |
| 7:50 PM | 10 | New Action Items | Brian | Summarize new items, their owners, and their due dates. |
| 8:00 PM | - | Meeting Adjourned | Drew |  |

**Read-aheads 1)** January minutes

**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)

**Something from Positive Spin? (J. Rosenbaum mentioned an agenda item…)**

**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 | 21-Mar-18 | Stickers are ready to go. C. Wamsley and D. Gatlin will put them up. |  |
| 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 plan |  |
| 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. |  |
| 82 | Engineering | Bike Locker Signs | Install signs for bike locker(s) | D. Gatlin | 2-Feb-17 | 21-Jan-18 | Drew will communicate design. |  |
| 90 | Outreach | Jenny Selin invites | Various invitations to relevant meetings | J. Selin | 6-Jul-17 | 3-Aug-17 | Find out if the Bike Board is willing to take over the ‘bike section’ of the parade. |  |
| 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 |  |
| 94 | Community | Neighborhood outreach | Spread the word about bike board at community meetings | All | 5-Oct-17 | 1-Feb-18 | C. Wamsley and D. Gatlin will attend next Neighborhood Coordinating Council to discuss how the Bike Board can better reach the community. |  |
| 95 | Education | Literature review | Read and share current articles on bike infrastructure / theory | All | 5-Oct-17 | Ongoing | Frank will summarize his thoughts on the People For Bikes' tool and distribute them to the board. |  |
| 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 drafted this in October. Jing is going to finalize. Need to develop distribution plan. Frank will include his documentation. |  |
| 100 | Community | Annual Events Committee | Committee project list | Various | 7-Dec-17 | 1-Feb-18 | Combined action items 84, 93, 98, 99. Committee to plan and execute bike rodeo (Harry lead), social rides (Bridget lead), bike month, and more. Committee will meet before next meeting to discuss. |  |
| 102 | General | Action Item | Split action items into smaller action items. | All | 4-Jan-18 | 1-Feb-18 | Action items to be split with changes sent to B. Leary |  |
| 103 | Mapping | Change request version control | Extension of #60 | D. Gatlin | 4-Jan-18 |  | D. Gatlin and J. Nellis will meet to discuss mapping as an extension of J. Nellis ongoing work to #60 within the next 3 weeks. The addition of this as a new agenda item. |  |