

Bike to the Future – 2007 Annual General Meeting

Tuesday, November 13, 2007, 5:30 PM

Eco-Centre, 3rd Floor – 303 Portage Avenue (Mountain Equipment Co-op building)

Minutes

1. Welcome

The AGM was called to order at 5:38 PM.

2. Introductions

Members present: Mark Cohoe, Rob Cosco, Brion Dolenko, Dave Elmore, Don English, Alain Foidart, Ben Goldstein, Curt Hull, Jeremy Hull Tim Hunt, Shannon Keys, Karin Kliewer, Janice Lukes, Guy Madill, Molly McCracken, Richard Milgrom, Kevin Miller, Cliff Reid, Debbie Shkolny, Gareth Simons, Glenn Stanley, Anders Swanson, Charlie Thrift, David Wieser, Terry Zdan

Non-member present: Liezl Swanson

Members regrets: Jackie Avent, Bill Spornitz

3. Adoption of minutes from the inaugural AGM on May 10, 2007

Motion: to adopt the minutes. **Moved:** Glenn Stanley. **Seconded:** Terry Zdan. **Carried.**

4. Presentation of Annual Financial Statements

Not applicable because our fiscal year is April 1st to March 31st, but our inaugural AGM was in May.

5. Presentation of Directors' Annual Reports (all reports are attached)

CoChairs: Kevin Miller

City Committee: Rob Cosco

Provincial Committee: Jeremy Hull

Safety & Education Committee: Dave Elmore

Website & Communications Committee: Ben Goldstein

Membership Committee: Karin Kliewer

6. Election of a new Board of Directors

- All directors elected at our inaugural AGM on May 10th retain their positions, but two of them have resigned. Also, three directors have expressed a wish for changed responsibilities:
 - Molly McCracken -- from Events & Fundraising Director to Director At Large.
 - Karin Kliewer -- from Director At Large to Membership Co-Director.
 - Cory Bellhouse -- from Director At Large to Membership Co-Director.
- Therefore, the Board vacancies are Secretary and Events & Fundraising Director. Our bylaws state that we must have a Secretary, but Events & Fundraising Director could go unfilled in favour of another Director At Large or another position that the Board approves.
- Nominations:
 - Mark Cohoe (Secretary). Nominated by Kevin Miller & Jackie Avent.
 - David Wieser (Director At Large): Nominated by Jeremy Hull & Anders Swanson.

Motion: Our 2007-2008 Board of Directors are

Co-Chairs: Jackie Avent & Kevin Miller.

Secretary: Mark Cohoe

Treasurer: Curt Hull

City Director: Rob Cosco

Provincial Director: Jeremy Hull

Safety & Education Director: Dave Elmore

Website & Communications Director: Ben Goldstein

Membership Co-Directors: Karin Kliewer & Cory Bellhouse

Director At Large: Molly McCracken

Director At Large: David Wieser

Moved: Anders Swanson. **Seconded:** Tim Hunt. **Carried.**

7. Call for adjournment at 6:04 PM

Moved: Tim Hunt. **Seconded:** Karin Kliewer. **Carried.**

Bike to the Future Co-Chairs -- 2007 Annual Report -- 13 Nov 2007

by Kevin Miller

Item 2.04 of Bike to the Future's Organizational Bylaws says:

Two co-chairs shall share the duties of chief executive officer, and subject to the authority of the Board, shall have general supervision of the business of the Organization, and shall have such other powers and duties as the Board may specify. At all meetings of the Board of Directors, one of the co-chairs shall preside as the "meeting chair".

Since incorporating in May 2007, the work we've done can be summarized into six areas:

- Provide leadership for the organization.
- Act as a general contact for other organizations and media. Handle each request or delegate it to another Director or a particular member.
- Administer mail at our "contact" e-mail address and our Canada Post address.
- Develop the agenda for our Monthly Meeting in conjunction with the Secretary.
- Serve on various Standing Committees and Ad Hoc Committees.
- Perform miscellaneous administrative and advocacy tasks, and support all Directors' and Members' Bike to the Future work.

Almost without exception, the Co-Chair model has worked extremely well:

- At least one of us has always been available to lead Bike to the Future and do all the work that needs to be done. As a membership-driven, 100% volunteer-run organization, it's important that one of us can completely refocus on the other aspects of our lives, while knowing the other Co-Chair is handling BttF work.
- We have complementary skills and knowledge, strengths and weaknesses, and specific interests. This serves Bike to the Future well, and it contributes to personal growth for both of us.
- Being able to share ideas with the other Co-Chair is valuable; mistakes and stress are minimized.

We are very proud of Bike to the Future's achievements in the past year. Our directors, core volunteers, and supporting members have contributed thousands of hours of expertise and hard work, while maintaining positive outlooks and relationships with each other. Working for Bike to the Future is enjoyable and rewarding.

City Committee -- 2007 Annual Report

We have had a busy & active year within our committee as we have been learning & gaining experience in dealing with both City Council & Public Works. Our focus has been on building relationships with councillors and administration & we feel that we have been making significant progress. Administrators are beginning to recognize what we want and need as cyclists, which is a quantum leap for a city that has basically never addressed the needs of on road cyclists.

In Summary

- Presentations to the Standing Policy Committee on Infrastructure & Public Works & the Executive Policy Committee with a focus on lobbying for the formation of the Active Transportation Committee.
- Lobbying all Council members with a focus on on-road cycling & clarifying the difference between Pathways/Walkways vs the need for on street Infrastructure Improvements.
- Regular meetings & correspondence with City Planners to clarify our goals & objectives as cyclists @ BttF. Helping to educate & challenge local planners as to what is happening in other Canadian cities & other parts of the world.
- Completing a review of city By-Laws as they pertain to cyclists & making a presentation to the Property & Development Committee with clear, comprehensive recommendations based on comparisons of existing By-Laws in western Canadian cities. Following up with Council & Public Works regarding the recommendations.
- Contributing to the work of the Active Transportation Committee which was newly created this summer.

As a committee we have made a commitment to make our support of the Active Transportation Committee a priority for our next year's activities. While doing this we will continue to work on further developing out relationships with City Hall & respond to ongoing issues that pertain to cycling in the city.

City Committee Chair: Rob Cosco

Members: Mark Cohoe, Gord McGonigal, Tim Hunt, Gareth Simons, Tom Pearce, Anders Swanson, Molly McCracken, Brion Dolenko.

Bike to the Future, Provincial Policy Committee Annual Report, 2007

The provincial committee was initially established last fall, prior to the formal incorporation of Bike to the Future. After Bike to the Future was incorporated in May 2007, the provincial committee was established as a standing committee, with the chair of the committee being a member of the board.

Over the past year the provincial policy committee has had meetings with three provincial cabinet ministers to introduce ourselves and to urge the provincial government to develop a provincial bicycle policy and related activities:

- We met with Steve Ashton, Minister of Intergovernmental Affairs, Jan. 30.
- We met with Kerri Irvin-Ross, Minister of Healthy Living, Feb. 26.
- We met with Ron Lemieux, Minister of Infrastructure and Transportation, Aug. 7.

At each of these meetings we tried to clarify our perspective on the need to develop infrastructure and programs in support of bicycle transportation in Winnipeg.

During the provincial election in the spring we developed a questionnaire for the four parties involved in the election, and used it to survey the parties' positions in relation to cycling. We received responses from all parties, evaluated them, and publicized the results on our website.

In June a draft mission statement and terms of reference was prepared and circulated (attached).

In September we sent a letter to Ron Lemieux raising issues concerning the Fort Garry bridges rehabilitation, following up on our meeting and issues raised by cyclists concerning the bridge.

In October the provincial committee chair attended a meeting of the Climate Change Round Table at the University of Winnipeg, and the Climate Change Conference at the Fort Garry Hotel to represent Bike to the Future interests.

Currently active committee members are: Jackie Avent, Mark Cohoe, Curt Hull, Jeremy Hull (chair), and Shannon Keys

- Jeremy Hull, Oct. 29, 2007

Safety and Education Committee -- 2007 Annual Report

By Dave Elmore

The Safety and Education Committee is actively developing a safety program based on the Canadian Cycling Association's Can-Bike program. Three members of the Safety and Education Committee as well as one BttF member and one employee of MPI (Manitoba Public Insurance) have recently completed the Can-Bike II safety program, and all four will be extending this education to include becoming certified instructors by the spring of 2008. The Safety and Education Committee is also pursuing a continued partnership with MPI in hopes of developing safety materials (pamphlets/handbooks) and providing future Can-Bike courses.

Membership Committee -- 2007 Annual Report

Karin's verbal report mentioned that Bike to the Future has over 275 members. Our Membership Drive that concluded at the fall forum was very successful, and new memberships continue to roll in.

Karin receives new memberships on paper with either cash or a cheque. She deposits the money, confirms receipt of the memberships by e-mail or phone, enters them into our membership database, and also uses the database for administration purposes.

Communications & Website Committee Annual Report

by Ben Goldstein

The communication/website committee has had a busy and successful first year. The portfolio for the website/communication committee is to support our members via our website Biketothefuture.org and promote our efforts through media relations. This report will be separated into those two fields:

Website

- Migrated site infrastructure to Dreamhost hosting solution. Brought ownership of website and domain name under the BttF umbrella so the organization owns it not an individual.
- Rewarded a sustainable community grant of \$2000 from ACU
- Developed a new back-end interface that operates as a content management system so non-technical users can contribute content.
- Met with directors and others to discuss content development, content development is under way within the committees.
- Website is stable and will be shortly switched over to a new design.
- Email list support is available and listservs are being setup to support our email needs within the BttF technology infrastructure.
- Facebook Group has been established.
- Web Traffic is good, average visits from individuals is around 250 visitors a month, with a spike to 500 in October (due to the forum info). Most visitors (25% only visit our homepage content)

Media Relations

- Sent out a variety of media releases regarding our issues including response to the survey of Provincial Election Parties and announcing our Annual Forum.
- Received media coverage on a number of topics including reaction to traffic accidents, sharing the road, and our Fall Forum.
- Forum coverage is the key highlight as we received CBC Radio and TV, Global TV, Uptown, and Manitoban coverage on or near the Oct 11, 2007 event day.
- In an email to her community Jenny Gerbasi called us "Perhaps the most successful community lobby group in memory..."
- The entire BttF community supports the cycling news section of our website by submitting cycling stories to be posted online.

A special thank you should be extended to the following who have contributed many volunteer hours to the Communication/Website committee:

- Web team: Alain Foidart, Ken Gerrard, Bill Spornitz
- Communications: Ian Tizzard

Thanks also to Jackie Avent and Kevin Miller for their many media appearances.