

Bike Winnipeg Board Meeting Minutes– February 10

Present: Charles Feaver, Jeremy Hull, Dustin Dilts, Kaye Grant, Fabian Suarez-Amaya, Mark Cohoe, Bill Newman, Shawn Defoort (Bike Valet), Guy Bonetta (member)

Regrets: Laura Donatelli, Ian Walker, Rachael Aporn, Doug Grant, Stephane Dorge

6:10 – Call to order.

1) 6:12 – Bike Valet report, presented by Shawn Defoort

Part I - review of the past year: 24 events over 29 days, 12 clients, 645 total hours volunteered by 44 total volunteers. See report for further detail.

Part II – Goals

a) Replacement of FIFA Women's World Cup revenue.

Shawn: I plan to focus more on small, community-based events as part of our mandate of ongoing expansion.

Jeremy: Do we lose \$ on small events?

Shawn: No. Community-based events receive a discount, but we still make a profit overall.

The goals are \$15 000 in total revenue, 30 total events, 5 of which will be discounted events. A goal of 3500 bikes parked in the 2016 season.

b) Volunteer recruitment / Staffing.

Shawn: Bike Valet will reach out to bike shops and community groups. Particularly community groups whose members might need a certain number of volunteer hours. Bike Valet would like to work on establishing more formal volunteer policies.

Charles: talk to Volunteer Manitoba – what do people like? What motivates them to volunteer?

Shawn to follow up with Volunteer Manitoba.

Part III – Marketing and Equipment

Shawn: We need to replace our banner(s), at a cost of \$60 per banner. We need a brochure or some more specific messaging. Also, will follow up with rack purchasing. Also, there should be a link to Bike Valet on the Bike Winnipeg website.

Shawn to follow up with rack purchasing and banner purchasing.

Bill and Shawn to follow up regarding placement of Bike Valet on the website. (I believe)

Fabian to follow up with development of written materials.

Part IV – Canada Summer Jobs Grant

Shawn: it might be difficult to finish this application, as there will not be the minimum # of hours to fulfill the outlines of the grant.

Fabian: is there a way for the position to work for both Bike Valet and Bike Winnipeg?

Action item- Shawn to share grant application information with Executive. [This has now happened.]

2) Executive Director's report, presented by Mark Cohoe

[see [ED report](#)]

Mark: I met with the University of Winnipeg, the University of Winnipeg Students' Association, The UWSA Bike Lab, the West Broadway Community Organization and Stephanie Whitehouse, Active Transportation Coordinator for the City of Winnipeg. We looked at what each one of us is doing.

We looked at the City's decision on Balmoral. It's not in the 2 year plan.

Fort Garry and West Alexander open houses should be happening soon.

Clarence, South Park, Chevrier??

Transcona Trail: All parties need to come together on this.

Waiting for an update on the MEC agreement.

Reconnecting with ATAC.

Winter Bike to Work Day coming up – February 12. Breakfast on Ice is cancelled. A 5:30 PM ride from the Yellow Dog to the River Trail. A lunchtime meeting at Fools and Horses to discuss lessons learned from the Winter Cycling Congress.

Budget is break even, but a couple of revenue items are not guaranteed.

7:14 – Kaye Grant motions to put budget before the finance committee. Seconded by Dustin Dilts. Passed.

3) Education Committee's report, presented by Jeremy Hull.

Jeremy: Positive meeting on February 08 regarding the proposed in-school Bicycle Education Program with individuals from the Green Action Centre, Bromley Basford, WRENCH, two staff members from MPI and two members of the Bike Winnipeg board.

MPI wants to be a partner in the program. They are potentially interested in providing cash or in-kind support. They might assign a project manager from within their staff. They may also assign evaluators. Anthony (MPI) and Jamie (GAC) will meet to work on the job description details.

[Seven Oaks School Division has expressed an interest in the project and a meeting is now scheduled for Feb. 22.]

We have decided to continue moving on workplace cycling education. MPI would like to get involved, but will be starting in-house, so we have decided to continue working with employers we have been talking with about this if they still want to go ahead with a course this spring or summer.

| Bike-transit co-education – Laura has researched this and identified limited educational materials from other jurisdictions. At this point we need someone to take on the role of liaison with the Amalgamated Transit Union (ATU).

4) Membership recruitment

Will review at Membership / Fundraising meeting on February 17.

5) AGM timing.

7:29 - Charles moves to set our next AGM for April 30th, at which time we will offer an opportunity to extend the terms of those who were elected in the October AGM. Seconded by Fabian. Passed.

Motion: The next Bike Winnipeg Annual General Meeting will take place on April 30, 2016 at which time current board members whose terms are expiring will be asked to extend their terms until the following AGM in about April 2017. (Moved: Charles, Seconded Fabian, Carried)

6) Executive Committee

Kaye, Ian and Jeremy are in the process conducting a performance review of the Executive Director and his contract and role. This is being done as a routine performance review and is seen as an opportunity to review the job description and prioritization of work time. The last Executive Director performance review took place in 2013.

7:35 – Charles moves to adjourn the meeting. Passed.