

Bicycle Board: March 2017 General Meeting

Date: Thursday, March 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	February minutes approved, March agenda finalized
6:40 PM	11	Open Action Items	Chip	Items reviewed, closed, and/or due date adjusted
6:51 PM	19	Ripe Bananas	Chip	Issues identified and plan to address them defined
7:10 PM	10	WV Safe Communities	Guest: Dan S.	Intersecting issues identified, plans and methods for collaboration outlined.
7:20 PM	20	Tour de Sharrow	Chip	Committee formed/activated for Tour de Sharrow and supporting media distribution. Or: Overall plan outlined for M.V.P. and roles identified/assigned
7:40 PM	20	Volunteer Roles	Drew	Roles vetted, voted, and as many assigned as possible.
8:00 PM	10	New Action Items	Christina	List open items, responsible person, dates
8:10 PM	-	Meeting Adjourned	Drew	

Read-aheads 1) February Minutes, Volunteer Roles

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

In Attendance: Christina Hunt, Chip Wamsley, Harry Grandon, Brian Ricketts, Frank Gmeindl, Marilyn Newcome, Jing Zhang, Allison Hane, Kelsey Lawrence, Beth Rota, Dan Shook, Drew Gatlin, Jenny Selin, Jonathan Rosenbaum

1. Minutes & Agenda
 - a. Minutes – H. Grandon moves to approve February minutes. B. Ricketts seconds. All in favor. Motion passed at 6:42pm.
 - b. Agenda – B. Ricketts proposes to use the time scheduled for ‘Volunteer Roles’ to discuss the priorities of the Bicycle Board (BB) moving forward. C. Hunt seconds this change. Most in favor. D. Gatlin not in favor. Motion passed at 6:49pm.
2. Open Action Items
 - a. Items Closed – #38 (BB yearly schedule); #70 (Safe Routes to Schools)
 - b. Items Remaining Open, Due Date Adjusted – #1, #2, #3, #71, #82 (Engineering Items); #47 (Sharrows stickers); #60 (Mapping); #80 (BB role & introspection); #83 (Casual Rides)
3. Ripe Bananas
 - a. Multi-use path by 705 – J. Zhang gave an update that this has started to move through the MPO. Must go through the MPO due to federal funding, match requirements for the DOH. Still in early phases; DOH will likely be responsible for public meetings about this project in the future. Expected to take at least 2-3 years, but there is forward movement.
 - b. Zagster bike share – J. Selin gave an update. Sponsors are needed to make this affordable for end users; still searching for about 10 sponsors to sponsors in Morgantown. This would be an initial agreement for two years, then we could re-evaluate. Also looking for a group to some planning “on the ground” to help with locating stations due to hilly topography.
 - c. Engineering projects – D. Gatlin gave an update on outstanding engineering items:
 - i. Bike locker – after February BB meeting, we hoped to install this in courthouse square, but this is county jurisdiction. The square is due for renovation/rebuilding, so county is hesitant to install. H. Grandon and D. Gatlin will reach out to county commission to see about the timeline for rebuilding and the feasibility of installing the locker there (even if only temporary).
 - ii. Sharrows – moving forward. Meeting with Fouad next week. Alex is waiting on finalized GPS coordinates from Jing and Frank and Drew’s efforts to create the sharrows map. As soon as this document is done, she will be set.
 - iii. Sequence of installation with paving list – no point to putting down sharrows if they’re going to get ripped up and re-paved months later. Need to make sure we work with Engineering to coordinate sharrow painting with their paving list.
 - iv. Bus shelters – this has hit some snags; major supplier has more or less pulled out. Only 1-2 locations still wanted by advertisers. Trash cans, benches now being requested, but this will be more expensive. Grant money the BB received only applies to shelters within City limits. How are we going to work with Mountain Line on this project?
4. WV Safe Communities
 - a. Dan Shook, Director of the Safe Communities Initiative, introduced himself and presented information about the Safe Communities accreditation, focus, and projects. Took some time to think of ways the BB and Safe Communities can work together: Mon River Boulevard climbing lane; possible ‘distracted cycling’ PSA; working with Mon River Trails Conservancy to address perceived safety concerns on the rail trail.
5. Tour de Sharrow
 - a. In preparation of sharrow marking, what is a minimum viable product (MVP) we should have prepared to roll out at any time?
 - i. Rides – long? Short? Both? One “ceremonial” when first sharrow goes down, and another longer one when more of the network is complete? Need to count number of ride leaders, volunteers, so we can contact people quickly.
 - ii. Other considerations – food, water, music, press release, common end point, T shirts, stickers, event permits, bike safety chat before we ride, timeline
 - b. Committee: H. Grandon, C. Wamsley, J. Selin, B. Ricketts, M. Newcome

6. ~~Volunteer Roles~~ → Plan to Ask

- a. According to agenda change, discussion of the role of the BB moving forward. F. Gmeindl gave an overview of BB history/context. BB was formed by the City of Morgantown in 2006, and has accomplished most of the assigned tasks from that time. Is it time to update the procedural guidelines? What does the City see as the role of the BB now, and what tasks do they have in mind?
- b. Many of the initial assignments/asks from the City involved planning (Bicycle Plan 2012, etc.). Many of these projects are now moving to implementation, and some BB members with technical expertise are assisting with the engineering documents, which is not what the City asked of BB originally. BB is also starting to work to increase mode share – casual rides, etc. – to help support goal of hitting 5% ridership established in the Greater Morgantown Bicycle Plan that was created by the BB, unanimously adopted by City Council in 2012 and later incorporated into the MMMPO Transportation Plan. As projects move from planning to implementation, current structure places some limitations on what BB can accomplish. Should we spin off and become a 501c3? What are the pros and cons to continuing current format versus becoming a nonprofit advocacy organization? Green Team just went through a similar soul search – maybe we should talk with them and look at their process.

7. New Action Items

- a. Chip will call a town with Zagster to learn about their experiences and report back – 4/6
- b. Harry will ask about getting on the agenda for a county commission meeting – 3/3
- c. Harry and Drew will go to county commission meeting to discuss bike locker placement – 3/15
- d. Frank will forward his introspection email to the rest of the BB members– 3/2
- e. Christina will organize a call for Harry, Frank and Drew to plan a survey for BB members re: role of the BB moving forward – 3/12
- f. Drew and Frank will work together to update presentation about BB – 4/6
- g. Drew will email Brian, Jenny, Chip, Jing, et al re Tour de Sharrows – 3/9
- h. Look over designs Harry sent out and respond if you have changes – by 3/23

8. Meeting adjourned 8:42pm.

Member Name	Mar 16	Apr 16	May 16	Jun 16	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17
Davis, Damien													
*Gatlin, John (Drew)	X	X	X	X	X	X	X	X	X	X	X	X	X
*Gmeindl, Frank	X				X	X	X		X	X		X	X
*Grandon, Harry	X		X	X	X		X		X		X	X	X
*Hunt, Christina	X	X	X	X	X	X	X	X	X	X	X	X	X
*Nellis, Jonathan	X	X		X	X	X	X	X	X	X		X	
*Newcome, Marilyn	X	X	X		X			X	X		X	X	X
*O’Meara, Bridget									X	X	X		
*Ricketts, Brian	X	X	X	X	X	X		X		X	X	X	X
*Rosenbaum, Jonathan	X	X	X	X	X	X		X	X	X	X	X	X
Selin, Jenny	X	X		X				X	X		X	X	X
*Springston, Derek					X								
Stockdale, Alex								X	X	X			
*Wamsley, Chip	X	X	X	X		X	X	X	X	X		X	X
*Watson, Matt	X												
Whitmore, John	X	X	X	X	X		X	X	X	X	X	X	
*Zhang, Jing	X	X				X	X	X	X			X	X

