

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 council delayed	
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)	