

Bike to the Future Monthly Meeting

January 11, 2010 – 5:37 to 7:15 PM – Manitoba Eco-Centre

Minutes

Directors:

Present: Kevin Miller (meeting chair), Liz Erickson, Karin Kliewer (minutes recorder), Mark Wiehler, Vicky Reaney, Jackie Avent, Rob Cosco, Mark Cohoe

Regrets: Curt Hull, Charles Feaver, Dave Elmore, Holly Poklitar

Members:

Present: Anna Westlund, Anders Swanson, Janice Lukes, Todd Andres, Lily Sotomayor, Gareth Simons, Jeremy Hull, Don English, Ted Mann, James Beddome, Glenn Stanley, Kathy Knowles, Peter Aitcheson

Regrets: Shannon Keys, Guy Madill

1. Minutes from December's Monthly Meeting

- Approved by all.

2. Membership poster (Anna)

- Anna has put together a poster for Bike to the Future to put in bike shops, and we are looking to refine it.
- A draft was put together and there were some suggestions, and we want to finish the conversation so Rob can use these for display in bike shops with the advocacy brochure.
- Main issue is with wording; what do we want to say? Do we go with unique wording on existing poster (from Rob), or just put the mission and vision on poster.
- Some changes were suggested.
- A motion was made. Passed with no verbal dissent.
- Thanks Anna for working on this!

3. *Our Winnipeg Parks Plan Consultation Session, Thu Jan 14th, 3:30 to 6:30, Millennium Library (Kevin)*

- Ted Mann had volunteered to go to this consultation when it was scheduled for October, and he had registered BttF, but it was postponed and he's not available on Jan 14th. Vicky Reaney and Lily Sotomayor volunteered to go. Kevin will send them the e-mail conversation with Ted that contains brainstorming notes. (Done.)

4. Provincial Active Transportation Advisory Committee (Anders and Janice)

- There are 11 people on this committee from across Province, who bring a wide background of information.
- They have had 3 meetings. Tomorrow they will have a day-long strategic planning session to get commitments from committee members. This is a big opportunity to affect the Province on many different levels.
- They are starting with 3 or 4 recommendations that they are bringing to the province.
 - A suggestion was made to recommend Complete Streets workshops in municipalities. There is an interest from municipalities.
 - Contact Anders or Janice with any recommendations.

5. Partnership agreements / BttF Sponsorship Position Statement (Kevin)

- We have received the \$3500 from MEC, and we need to begin using it by February 1st to pay someone to help do our work. We'll receive another \$1500 for specific programming.
- We also spoke about our draft Sponsorship Position Statement, which has been posted on our website since the December Monthly Meeting. Mark Cohoe moved and it was seconded by Todd. Passed with no vocal dissent.

6. \$20+ million stimulus funding for bicycling infrastructure -- update (Gareth, Anders, Mark Cohoe)

- Consultants are being hired, and public consultations will occur soon; **we need to attend these!!!**
- Glenn had the opportunity to thank the Mayor on the radio; it's good to express vocal support.
- Janice has written updates that have been posted under Latest News at <http://biketothefuture.org> .
- Bike to the Future has the opportunity to submit position statements that can be supplied to all routes. We could make a statement about specific design issues. We should figure out a 'hierarchy' of what design options are the best, and other opportunities.

7. *Walking & Cycling Success: Perspectives from communities who are 'building it right'* on Monday January 25th at The Forks (Kevin & Janice)

- Experts from Minneapolis and Velo Quebec are doing workshops for City staff and consultants on the Tuesday and Wednesday, so Janice, Anders, and Paul Jordan have organized a public event on the Monday evening. See Upcoming Events at <http://biketothefuture.org>. It's important to have a big turnout.
- Janice asked Kevin if BttF could do pre-event email registration as our sponsorship of the event. Kevin had three hours to set up everything, so he contracted his wife (for \$100) to do that and also manage the registrations.
- A point was made that even though this is a small amount of money, we really should be putting decisions like this through the board as due diligence. A policy will be made regarding this type of decision in the future.

8. Hiring staff (Kevin)

- For a portion of the \$3500, Anders was asked to do some work on the Stimulus Funding file.
 - Anders' says the success of the organization is more important than the job.
 - He acknowledges that he is a volunteer, and is concerned to be a hired person working with a volunteer organization. He has some concerns that he would like to address with the directors after the meeting.
 - We appreciated Anders' concerns, but want to support him in his expertise and come to a mutual agreement.
- Another portion of the \$3500 will be allotted for grant writers to apply for funding to hire longer term staff.
- It was suggested that this go out to all members and not just the three members who volunteered to do it.
 - Karin and Vicky will look through resumes and proposals and then run this by Todd prior to posting.
- This hiring discussion suggests that we need a further policy and procedure that everyone is comfortable with.
- These concerns can be addressed by looking at precedents from other organizations.
- Liz and Jeremy both have resources for contracts and hiring

9. National Commuter Cycling Association (Kevin)

- There are ~30 emails in the BttF mailbox from the past 10 weeks that Kevin has barely read because he doesn't have time. Mark Cohoe, Mark Wiehler, and Jackie volunteered to look at them. Kevin will forward them. (Done.)

10. Financial update (Liz)

- See the attached reports.

11. City Committee report (Mark Cohoe)

- See the attached report.
- Mark is Gareth's backup on the City's Active Transportation Advisory Committee, but it would be helpful to have someone else. This person should have technical knowledge about cycling infrastructure and precedents.

12. Membership Committee report (Rob)

- See the attached report.

13. Bikecity (Anders)

- Anders is working on this initiative.

City Committee report – Mark Coho

Osborne Bridge Neighbourhood Advisory Meeting

The design team has come up with two options for the bridge. I've called the first option the symmetrical option. Basically, it has 2.7m sidewalks on each side of the bridge separated from the roadway from barriers. The roadway would include 1.8m bike lanes in both directions. However, there is not enough room to extend the bike lanes beyond the ends of the bridge.

I've called the second option the Asymmetrical option. It includes a 4.1m multi-use path on the west side, with a 2.6m sidewalk on the east side. As above, these would be separated from the roadway with a barrier. Instead of 1.8m bike lanes, the roadway would include 1.2m shy lanes going both ways. For comparison, the shy lanes on the Maryland/Sherbrook bridges are 1.0m wide. For this option to work, the city needs to acquire land north and south of the bridge to widen the right of way. If successful, the multi-use path would run from Mostyn to Roslyn (the connection to Roslyn varies depending on acquisitions).

The next phase will be to see these designs presented via an open house, which will likely take place at the Gas Station Theatre.

You can view my reports from the Osborne Street Bridge Neighbourhood Advisory Committee on the Bike to the Future web-site at <http://biketothefuture.org/about/btfs-city-committee>. You have to scroll down a bit to the Osborne Bridge Rehabilitation section.

Active Transportation Advisory Committee Updates

The City's ATAC held a strategic planning session on December 17th, 2009. A result of this meeting is that the ATAC will be setting up a number of task forces to help develop policy and programs.

- Standards and Guidelines Task Group
- Communications Task Group
- Education and Encouragement Task Group
- Vision/Goals Task Group
- Priority Metrics Task Group
- Policy Development Task Group

Each task group for be made up of member of the ATAC, city employees and outside stakeholders. For a number of the task groups, they will be looking for volunteers from Bike to the Future to help out. I've volunteered to help out with the Standards and Guidelines and Policy Development Task Groups.

ATAC Task Group Volunteer Opportunities

- Communications Task Group
- Education and Encouragement Task Group

I've also been asked to find out if we have any contacts with the Railways that might want to get involved. We've also been asked to look into precedents for rails with trails.

Infrastructure Stimulus Grant Projects

The consultants for the stimulus projects have been hired. Public consultations on the projects should begin very soon, although no dates have been set yet. The timelines for these projects are extremely tight, so I think the best plan will be for us to encourage members to view the selected routes, consider what the barriers and opportunities are on each route, and then being discussions on the route on the One Green City websites. One good think is that we now have access to Google Street Views, which should be a valuable tool for us in this process.

Janice Lukes has provided an excellent update of this, which is available on the Bike to the Future website at <http://biketothefuture.org/news/archives/2010/01/11/20million-funding-announcement-for-winnipeg-at----update>.

Next City Committee Meeting

The next City Committee meeting will be held Friday January 15th in the MB Eco-Centre boardroom (303 Portage Avenue), from 12:00pm to 1:30pm. The main topic will be the Infrastructure Stimulus Projects. If there is time, we will try and look into presenting something for the operating budget.

Safety & Education Committee report – Dave Elmore

As reported at year end, safety and education is finally seeing some progress and support. The BttF Safety and Education Committee is continuing to work with MCA and Resource Conservation Manitoba to have a course in place for the spring's City of Winnipeg Leisure Guide. In addition, there are some on-going discussions with both the province and Manitoba Public Insurance to establish some financial support for the program. While this is good news and movement in a positive direction, it will require not only a significant commitment of time, but also a number of things will have to fall in place in order to meet the aggressive schedule needed for spring delivery.

The application for inclusion of a 2 module safety and skills program has already been submitted and we are awaiting a response. While the BttF Safety and Education Committee has developed a 3 module program, it was felt that for the purposes of the Leisure Guide courses, that maintenance and basic bike repairs would be dropped. It is assumed that this may already be covered by others. The existing 2 modules would not be significantly different from what has already been developed with the exception of some new content related to the various new infrastructure expected in 2010.

In order to be able to deliver these courses, 2 specific things need to be completed. Firstly the 3 remaining BttF members taking the Can-Bike program must complete their exams in order to be certified to instruct at a Can-Bike II level. Once completed, these individuals would provide instruction to additional potential candidates in order to expand the pool of available instructors to the level required. It is expected that a call out to interested individuals through the BttF contact list as well as other group lists will happen later in January. It should be noted that the development of more certified Can-Bike instructors is a key component to the delivery of a program in the spring of 2010. Without the expansion of the pool of instructors, a cycling education program through the Leisure Guide will not happen. In this event we will be looking at alternative strategies to deliver a scaled down program.

Discussions at several levels are on-going in an effort to gain some financial support for a continuing program of cycling safety education, both for cyclists and drivers. The Provincial Active Transportation Committee has met with BttF and is expected to carry the message of needed education forward to the Provincial Government. Discussions with MPI have been favourable and it would appear that there is support for cycling and driver education. The BttF Safety and Education Committee has also provided MPI with comments on the current driver training curriculum and is awaiting a response.

Membership Committee report – Rob Cosco

We are presently working on our membership database in order to make some necessary changes and upgrades which will make it more user-friendly and efficient. Our committee has met once and discussed some basic changes which I am hoping will be completed by the end of January.

We have sold just over 200 memberships for 2010, and will again launch another campaign to substantially increase this number. I am recommending that in the future our membership year will end each November and regardless of when memberships were renewed they will be due each November. Our 2010 campaign will again require a large number of volunteers so please contact me if you are interested in helping out in this important initiative. A meeting is scheduled for volunteers on February 25th from 12:00 – 1:00 p.m. upstairs in the meeting room at the Eco Center. Last year we ran a successful telephone and letter writing campaign, and again will be looking for new ideas to expand our membership.

December 10th presentations to *Student Conference on Human Rights* -- Jeremy Hull

I was invited to make a presentation to this conference held at the University of Winnipeg for Manitoba high school students organized by the United Nations Association. The theme of the conference was sustainable development, with a focus on various issues that affect young people directly, including water, agriculture and transportation. I invited others to help make the presentation and was joined by Stephanie Fulford and Holly Poklitar. Our presentation included a short history of Bike to the Future, and a presentation by Stephanie on the problems with our current reliance on motor vehicles, and the benefits of active transportation. We concluded each session with group discussion, focusing on what students and others could do to promote active transportation.

We made two presentations, one in the morning and one in the afternoon and had about 15-20 students in each presentation from various high schools in Winnipeg and other parts of Manitoba. The presentations went well and students participated actively in the discussions, although we found the time (50 minutes) was short. We provided the students with the BttF advocacy brochure which was very appropriate for the event, and our Complete Streets handout. Thanks to Stephanie and Holly for pitching in on this.



Income Statement - Apr 1, '09 to Jan 11, '10
Financial Statement

	Account	DB	CR	Net
Revenue				
	Bike Shorts	1,120.00	775.24	\$ 344.76
	Donation	182.00		\$ 182.00
	Interest	0.30		\$ 0.30
	Membership	2,300.39	41.43	\$ 2,258.96
	T-shirts	640.00		\$ 640.00
		4,242.69	816.67	\$ 3,426.02
Expenses				
	Admin cost		443.75	\$ (443.75)
	BTWD	1,300.00	3,300.00	\$ (2,000.00)
	Conference	60.00	30.00	\$ 30.00
	Presentations	50.00	276.64	\$ (226.64)
		1,410.00	4,050.39	\$ (2,640.39)
Opening retained earnings				\$ 4,335.37
Net earnings YTD				\$ 785.63
Closing retained earnings				\$ 5,121.00
		5,652.69	4,867.06	785.63

Note: As of Apr 1 '09 T-shirts had yet to recover \$1,237.64 of cost **T-shirt net to date:** \$ (597.64)

Note: Opening retained earnings includes **\$450 liability for July 25, '08 Scavanger Hunt grant**

Note: Conference was a carry-over from Oct'07



General Ledger
Apr 1, 2009 to Dec 7, 2009

01-Apr-09				Balance Forward				\$ 4,335.37	
Date written	Bank Date	Acct	Who	Memo	Ck#	CR	DB	Balance	
	16-Apr-09	Donation		\$235 Deposit			\$ 20.00	\$ 4,355.37	
	16-Apr-09	Membership		\$235 Deposit			\$ 170.00	\$ 4,525.37	
	16-Apr-09	T-shirts		\$235 Deposit			\$ 45.00	\$ 4,570.37	
	30-Apr-09	Interest		Credit Interest			\$ 0.08	\$ 4,570.45	
15-Apr-09	06-May-09	Admin cost	MB Eco Network	MEN Membership renewal inv#676	50	\$ 50.00		\$ 4,520.45	
	06-May-09	Presentations	Curt Hull	StreetFilms shipping for Millennium Library videos \$45 USD	52	\$ 57.30		\$ 4,463.15	
	07-May-09	Membership		External Deposit PAYPAL PTE LTD			\$ 393.04	\$ 4,856.19	
	08-May-09	Presentations	Jackie Avent	Webinar cost	51	\$ 25.00		\$ 4,831.19	
	12-May-09	Membership	Jackie Avent	?			\$ 10.00	\$ 4,841.19	
	15-May-09	Membership	Jackie Avent	\$320 Deposit			\$ 260.00	\$ 5,101.19	
	15-May-09	T-shirts	Jackie Avent	\$320 Deposit			\$ 60.00	\$ 5,161.19	
13-May-09	28-May-09	BTWD	Commuter Challenge	Downtown Spirit Bus promotion	53	\$ 2,000.00		\$ 3,161.19	
	31-May-09	Interest		Credit Interest			\$ 0.20	\$ 3,161.39	
	02-Jun-09	Membership	Jackie Avent	\$310 Deposit			\$ 210.00	\$ 3,371.39	
	02-Jun-09	Presentations	Jackie Avent	\$310 Deposit - Honorarium for a safety presentation			\$ 50.00	\$ 3,421.39	
	02-Jun-09	T-shirts	Jackie Avent	\$310 Deposit			\$ 50.00	\$ 3,471.39	
	06-Jun-09	Membership		External Deposit PAYPAL PTE LTD			\$ 237.35	\$ 3,708.74	
20-May-09	11-Jun-09	Membership	Rob Cosco	Membership card printing - Staples e90b18	54	\$ 41.43		\$ 3,667.31	
09-Jun-09	11-Jun-09	Admin cost	Wpg Public Library	Monthly meeting - Buchwald room rental	56	\$ 51.45		\$ 3,615.86	
	30-Jun-09	Donation	Jackie Avent	\$567 Deposit			\$ 2.00	\$ 3,617.86	
	30-Jun-09	Membership	Jackie Avent	\$567 Deposit			\$ 110.00	\$ 3,727.86	
	30-Jun-09	T-shirts	Jackie Avent	\$567 Deposit			\$ 455.00	\$ 4,182.86	
26-May-09	03-Jul-09	Admin cost	Alain Foidart	Website Dreamhost inv# 319764-2009-05-13-6	55	\$ 63.55		\$ 4,119.31	
	14-Aug-09	Donation	Jackie Avent	\$130 Deposit (In memory of Tim Hunt)			\$ 30.00	\$ 4,149.31	
	14-Aug-09	Donation	Jackie Avent	\$130 Deposit			\$ 20.00	\$ 4,169.31	
	14-Aug-09	Membership	Jackie Avent	\$130 Deposit			\$ 80.00	\$ 4,249.31	
14-Aug-09	18-Aug-09	BTWD	Curt Hull	Forks breakfast	57	\$ 1,300.00		\$ 2,949.31	
	10-Sep-09	BTWD		Bike to Work Day Wpg			\$ 1,300.00	\$ 4,249.31	
	10-Sep-09	Donation	Jackie Avent	\$1360 Deposit - Forks breakfast - repayment			\$ 20.00	\$ 4,269.31	
	10-Sep-09	Donation	Jackie Avent	\$1360 Deposit (In memory of Tim Hunt)			\$ 20.00	\$ 4,289.31	
	10-Sep-09	T-shirts		Bike to Work Day Wpg			\$ 20.00	\$ 4,309.31	
23-Sep-09	30-Sep-09	Bike Shorts	Dustin Anderson	2009 Bike Shorts DVD	61	\$ 50.00		\$ 4,259.31	
15-Sep-09	03-Oct-09	Bike Shorts	Winnipeg Film Group	Cinematheque - deposit	58	\$ 250.00		\$ 4,009.31	
29-Sep-09	06-Oct-09	Presentations	Jackie Avent	Webinar cost "How to Build Political Will"	62	\$ 54.34		\$ 3,954.97	
	13-Oct-09	Donation	Jackie Avent	\$355 Deposit			\$ 5.00	\$ 3,959.97	
	13-Oct-09	Membership	Jackie Avent	\$355 Deposit - Membership from mail-ins			\$ 20.00	\$ 3,979.97	
	13-Oct-09	Membership	Jackie Avent	\$355 Deposit - Membership from Ciclovía			\$ 330.00	\$ 4,309.97	
	16-Oct-09	Donation	Jackie Avent	\$85 Deposit - map sales (via Mark Cohoe)			\$ 5.00	\$ 4,314.97	
	16-Oct-09	Membership	Jackie Avent	\$85 Deposit			\$ 80.00	\$ 4,394.97	
	22-Oct-09	Bike Shorts	Don English	Ticket sales			\$ 1,120.00	\$ 5,514.97	
	22-Oct-09	Donation	Jackie Avent	\$220 Deposit			\$ 50.00	\$ 5,564.97	
	22-Oct-09	Membership	Jackie Avent	\$220 Deposit			\$ 160.00	\$ 5,724.97	
	22-Oct-09	T-shirts	Jackie Avent	\$220 Deposit			\$ 10.00	\$ 5,734.97	
	31-Oct-09	Interest		Credit Interest			\$ 0.02	\$ 5,734.99	
05-Nov-09	13-Nov-09	Presentations	RCM	7 participants in "Thinking & Working Like SM" workshop	63	\$ 140.00		\$ 5,594.99	
	13-Nov-09	Bike Shorts	Robert Burton	Bike Shorts - Winnipeg Bike Art Winner	68	\$ 50.00		\$ 5,544.99	
	16-Nov-09	Bike Shorts	Dustin Anderson	2008 Bike Shorts - outstanding A/P	69	\$ 100.00		\$ 5,444.99	
	16-Nov-09	Admin cost	University of Winnipeg	2009 AGM Room Rental	70	\$ 78.75		\$ 5,366.24	
	26-Nov-09	Membership	Jackie Avent	\$30 Deposit - ??			\$ 30.00	\$ 5,396.24	
06-Nov-09	27-Nov-09	Bike Shorts	Don English	Staples expenses (3 receipts)	64	\$ 89.24		\$ 5,307.00	
	30-Nov-09	Credit Interest					\$ 0.04	\$ 5,307.04	
06-Nov-09	08-Dec-09	Bike Shorts	Winnipeg Film Group	Invoices # 2392 + 2501	65	\$ 86.00		\$ 5,221.04	
13-Nov-09	08-Dec-09	Bike Shorts	Brent Miller	Bike Shorts - Winnipeg Bike Short Winner	67	\$ 50.00		\$ 5,171.04	
	09-Dec-09	Membership	Liz Erickson	\$210 Deposit			\$ 210.00	\$ 5,381.04	
	09-Dec-09	Donation	Liz Erickson	\$10 Deposit			\$ 10.00	\$ 5,391.04	
	13-Nov-09	Bike Shorts	Aren Hansen	Bike Shorts - Int'l Fan Favourite Winner	66	\$ 100.00		\$ 5,291.04	
25-Nov-09	12-Dec-09	Admin cost	Ken Gerrard	Website Tech Support-Nov 10 Minutes Item #8	71	\$ 200.00		\$ 5,091.04	
	31-Dec-09	Credit Interest					\$ 0.03	\$ 5,091.07	
	24-Apr-08	Conference		Journal entry - ck#12 stale dated	12		\$ 30.00	\$ 5,121.07	
	08-Jul-08	Conference	Planners Plus	To replace ck#12 - Oct07 Green Conference	35	\$ 30.00		\$ 5,091.07	
	08-Jan-09	Conference		Journal entry - ck#35 stale dated	35		\$ 30.00	\$ 5,121.07	
	20-Oct-09	Bike Shorts	Winnipeg Film Group	Cinematheque - final payment	59	\$ -		\$ 5,121.07	