

Bike to the Future Monthly Meeting

April 12, 2011 – 5:30 to 7:15 PM
Sport for Life Centre, 145 Pacific Ave

Minutes

Directors:

Present: Curt Hull (meeting chair), Liz Erickson (notes), Mark Cohoe, Dave Elmore, Loren Brault, Tom McMahon, Bill Newman.

Regrets: Shona Kusyk, Vicky Reaney, Mark Wiehler, Kevin Miller, Charles Feaver.

Members:

Present: Philip Wolfart (facilitator), David Wieser, Ted Mann, Don English, John Anderson, Chris Chypyha, Mani Tougas, Laura Belanger, Bryan Goods, Greg Littlejohn, Gerard & Michel Guary, Jeremy Hull.

Regrets: Shannon Keys, Rob Cosco.

1. Minutes from the March Monthly Meeting

- Posted for three or so weeks at <http://biketothefuture.org/about/meetings>, briefly reviewed. Approved by consensus

2. Bike to the Future Office Administrator / Bicycle Valet Winnipeg Project Coordinator (David Wieser & Curt Hull)

- Curt and David have drafted a position description and a job posting has been created. The position has two key points: a) run the Bike Valet (coordinate volunteers, drum up business, etc) and b) clerical work for Bike to the Future (correspondence, etc).
- It will be a paid position - \$5000 for the year.
- **Position to be posted by the end of the month and filled in early May.**

3. Eco-Journal

- Charles drafted an article for the Eco-Journal but publishing of it was delayed.
- We are waiting on feedback regarding content before putting it forth for the May/June issue.
- Discussion revolved around whether Directors can put out articles, news, etc without the full input from the rest of the board.
- **Result is that it is okay to release.**

4. City Cycling: Commuter Cycling Skills course (Dave Elmore)

- 8 people are registered for the first session, 2 for the second session. We are limited to a maximum of 12 attendees per session.
- There is a concern that if we do not full the classes that they could be cancelled or that the city may not see them as beneficial. We do not want this program to slip by the wayside.
- To increase the numbers registered, perhaps handbills should be handed out or posted to advertise the class. Many may not be aware of its existence.
- Another idea that was brought up and passed was that Bike to the Future will subsidize members to attend the class. **We will reimburse them for half the cost (\$36/2=\$18) to attend. The cheques will be presented at the session to ensure that people show up.**

5. Elmwood CYCLE Project (John Anderson)

- John is running a program where they take grades 8 and 9 students and teaching them about bike mechanics.
- Three times a week for eight weeks.
- Used bikes are brought in for the kids to learn how to strip them down and rebuild using parts from various bikes.
- The goal is to have each student build one bike for themselves and one to donate.
- On May 14, there will be a celebration of the program held at the East Kildonan YMCA from 11:00 AM to 1:00 PM. MPI will be there with a bike rodeo, and Bicycle Valet Winnipeg will park bikes.

6. Red River Exhibition (David Wieser)

- The Ex will be held from June 17 to June 26 this year.
- **We are looking for volunteers to man the Bike Valet at two locations** – Assiniboine Downs and Kapyong Barracks (Park and Ride) on Saturday Jun 18th and Saturday June 25th.

7. Mobile Display Unit (Dave Elmore)

- No further progress. No response from Sisler High School about building the frame. We are running out of time as the school year is ending. Perhaps we should seek out someone else to build it for us.
- **Liz to contact Andrew Dunn of MEC** to find out if it is okay to put 100% of the second grant towards the display instead of sharing that funding with the website rebuild.
- The second grant from MEC was for \$3000. That plus the \$600 remaining from our initial grant will help to fund someone other than the high school to build the frame for us.

8. South Winnipeg Active Transportation (Mark Cohoe)

- Mark and Janice Lukes were to meet with the University of Manitoba on Monday, but it was postponed.

9. Bicycle Valet Winnipeg (David Wieser)

- Most weekends for the season are already booked or potentially booked.
- Confirmed booking include Canada Day at the Forks, Bike to Work Day, KidFest
- Almost confirmed bookings include Bomber Games

10. Ride of Silence (Bryan Goods)

- So far only one volunteer has offered to assist with planning the Ride of Silence. **Another announcement will be put forth to the membership.** If no one is willing to assist, we will drop the event.
- General information can be found at <http://biketothefuture.org/events/archives/2010/09/09/ride-of-silence> .

11. Bike to Work Day (Curt Hull)

- The project charter is ready to be signed
- Bicycle Valet Winnipeg has been hired by the City to park bikes at The Forks for the pancake breakfast.
- A coordinator has been hired.
- Advertising to start soon and campaigning for sponsorship.
- Goal is to build on the event. Last year's numbers were low.
- **Still looking for a Logistics Coordinator to take care of the Oasis.**
- The theme this year is celebration of the 2010 cycling infrastructure that was built.
- Mark Cohoe will contact the Bike to Work Day coordinator to discuss early registration events.

12. Cycling Map update (Curt Hull)

- Hard copy maps should be available by May 2. Electronic version to follow shortly
- Maps to be distributed to bike shops via Natural Cycle Courier. Natural Cycle will store the maps and collect the monies.
- The new version will not have safety tips and skill info on the side bars. This information will be replaced by a street index.
- The safety information to be released in a separate publication.

13. Bike to the Future – Vision (Loren Braul)

- Loren has put forth the idea that we need to address two key points with our group – a) Substantive (what are we, what are our core values, etc) and b) Procedural (decision making processes, who is responsible, etc)
- **He will gather ideas from the Board and the members and compile the data into a report.**
- A committee may be put together to work through.

14. Grant Writer – update (Mark Wiehler)

- Our contract with Darren (the grant writer) is complete. Darren has been paid and we have successfully submitted three grants.
- It should be noted that originally the contract we wrote up for Darren did say four complete grants, but after some discussion Vicky and I changed that to 3 complete grants considering the time and energy he put in on a number of grants that we started but were not completed based on unforeseen issues arising.
- We also thought that now that we have a framework for a few grant applications, it is almost easier for us to put together a grant application as we know the organization better. We do have the materials that he used on the grant applications so that we can use those for future grant applications.
- Unfortunately we have not heard anything back from any of the grant applications. Vicky said she would follow up on the grants this week. **We will pass on the word once we have heard.**

15. City Committee report (Mark Cohoe)

- Attached.

City Committee Report, April 12, 2011 – Mark Cohoe

Osborne Bridge

Construction Update

See attached notice. Depending on the width of the travel lanes on the bridge during construction, we will ask the city to add that cyclists travelling across the bridge in the traffic lanes should take the lane. I will consult with Dave Elmore and send in a written response. The city's site also seems to lack suggestions for alternative routes, so we can also work on putting something together to help cyclists avoid the Osborne Bridge during construction.

Osborne Bridge – Assiniboine/Mostyn Half Signal

On April 1st, the city hosted a meeting to go over the design of the Assiniboine/Mostyn half signal being planned as part of the Osborne Bridge rehabilitation project.

Highlights:

- Separates pedestrian and cyclists
- Pedestrians/Cyclists need to push a button to activate the signal
- Cycle time for the traffic signal will be 90-110s (the cycle time is the amount of time required for a complete cycle of the traffic signal –e.g. red, amber, green)

Concerns:

- Brought up need for visual feedback on wait time
- Discussed our desire for twice green
- Pedestrian transition from east side sidewalk on bridge to multi-use path/sidewalk south of Assiniboine Ave, where it combines with the bicycle path. We would want to see the planning extend all the way to the multi-use pathway.

Reorganization

Another meeting was held April 6th at the King's Head pub to continue work towards the reorganization of the city committee into regional sub-committees. We have sub committee chairs identified for Riel, City Centre, Lord Selkirk – West Kildonan, tentative chair(s) for East Kildonan-Transcona. We still need to draft a Terms of Reference for the Subcommittee's that will delegate responsibilities and roles.

Next Steps: Prepare 10-15 Minute Presentation(s), handouts, props, and speaking notes.

Added a new goal: Map Top 10 Barriers (Crossing the Tracks, ...)

Policy suggestion: Our aim for the city's bicycle network would be to ensure that every residence and workplace is within 400m of a low stress bikeway in a coherent, connected bikeway network.



Income Statement - Year to Date - March 2011
Financial Statement

	Account	DB	CR	Net
Revenue/Partnerships/Grants				
	Interest	3.96		\$ 3.96
	Membership	2,165.72		\$ 2,165.72
	Donation	220.00		\$ 220.00
	T-Shirts	100.00		\$ 100.00
	Bike Shorts	1,034.76	1,051.35	\$ (16.59)
	MEC Partnership		2,366.43	\$ (2,366.43)
	MEC Partnership 10/11	3,000.00		\$ 3,000.00
	Bike Valet	8,550.00	9,050.00	\$ (500.00)
	Cycling Map	641.85		\$ 641.85
		15,074.44	12,467.78	\$ 3,248.51
Expenses				
	Admin Cost		413.00	\$ 413.00
			413.00	\$ 413.00
	Opening retained earnings			\$ 8,866.84
	Net earnings YTD			\$ 2,835.51
	Closing retained earnings			\$ 11,702.35
		15,074.44	12,880.78	2193.66

Note: As of Apr 1 '09 T-shirts had yet to recover \$597.64 of cost **T-shirt net to date:** \$ (497.64)
Note: Opening retained earnings includes **\$450 liability for July 25, '08 Scavanger Hunt grant**
Note: Opening retained earnings includes \$3,000.00 for the MEC Partnership Grant received last fiscal year. See breakdown of funds spent on Grants & Partnership report.



General Ledger
Fiscal Year to Date - March 31, 2011

01-Apr-10		Balance Forward					\$	8,866.84
Date written	Bank Date	Acct	Who	Memo	Ck#	CR	DB	Balance
30-Apr-10	30-Apr-10	Interest	ACU	Credit Interest			\$ 0.16	\$ 8,867.00
30-Apr-10		Membership	Paypal	Membership \$\$ in Paypal used to pay Invoice 1112			\$ 50.00	\$ 8,917.00
30-Apr-10		Admin Cost	MB Eco Network	2010 Membership, Invoice #1112. Paid through Paypal		\$ 50.00		\$ 8,867.00
	11-May-10	Membership	Misc	Liz Erickson - Deposit			\$ 145.00	\$ 9,012.00
	12-May-10	T-Shirts	Misc	Liz Erickson - Deposit			\$ 40.00	\$ 9,052.00
	12-May-10	Membership	Misc	Liz Erickson - Deposit			\$ 90.00	\$ 9,142.00
13-May-10	24-Jul-10	Admin Cost	Rob Cosco	Poster Printing	76	\$ 112.57		\$ 9,029.43
	31-May-10	Interest	ACU	Credit Interest			\$ 0.17	\$ 9,029.60
13-Jun-10		MEC Partnership 09/10	Dreamhost	Annual Webhosting (paid via Paypal - \$91.40 USD)		\$ 99.87		\$ 8,929.73
13-Jun-10		Membership	Paypal	Membership \$\$ in Paypal used to pay Dreamhost			\$ 99.87	\$ 9,029.60
	30-Jun-10	Interest	ACU	Credit Interest			\$ 0.17	\$ 9,029.77
13-Jul-10	27-Jul-10	Bike Shorts	Winnipeg Film Group	Deposit on event space	75	\$ 315.00		\$ 8,714.77
18-Jul-10	20-Jul-10	MEC Partnership 09/10	Anders Swanson	Final Payment on contracted services provided	77	\$ 1,000.00		\$ 7,714.77
18-Jul-10	27-Jul-10	Bike Valet	David Wieser	Start up funds	78	\$ 500.00		\$ 7,214.77
22-Jul-10	27-Jul-10	Bike Valet	David Wieser	Payout of BVW MEC Grant	79	\$ 2,800.00		\$ 4,414.77
	23-Jul-10	Bike Valet	MEC	David Wieser - Deposit - Grant for Bike Valet			\$ 2,800.00	\$ 7,214.77
	26-Jul-10	Membership	Misc	Liz Erickson - Deposit			\$ 467.98	\$ 7,682.75
	26-Jul-10	Donation	Misc	Liz Erickson - Deposit			\$ 70.00	\$ 7,752.75
	31-Jul-10	Interest	ACU	Credit Interest			\$ 0.17	\$ 7,752.92
	05-Aug-10	Membership	Misc	Liz Erickson - Deposit			\$ 120.00	\$ 7,872.92
	31-Aug-10	Interest	ACU	Credit Interest			\$ 0.12	\$ 7,873.04
02-Sep-10	10-Sep-10	Bike Shorts	Dustin Anderson	Bike Shorts DVDs	80	\$ 75.00		\$ 7,798.04
08-Sep-10	28-Oct-10	Bike Shorts	Joe Seitz	Promo Poster Modifications	81	\$ 100.00		\$ 7,698.04
13-Sep-10	25-Sep-10	MEC Partnership 09/10	Computer Service Grp	Virus/Spyware Removal - Inv 1550	82	\$ 266.56		\$ 7,431.48
22-Sep-10	01-Oct-10	MEC Partnership 09/10	Mark Cohoe	Expenses - Portland Active Transport Conference	83	\$ 500.00		\$ 6,931.48
23-Sep-10	05-Oct-10	Bike Valet	David Wieser	Payout of MPI Grant	84	\$ 1,750.00		\$ 5,181.48
	26-Sep-10	Bike Valet	MPI	Liz Erickson - Deposit - Grant for Bike Valet			\$ 1,750.00	\$ 6,931.48
	26-Sep-10	Membership	Misc	Liz Erickson - Deposit			\$ 290.00	\$ 7,221.48
	30-Sep-10	Interest	ACU	Credit Interest			\$ 0.20	\$ 7,221.68
08-Oct-10	10-Dec-10	Admin Cost	UofW Conference Svcs	Room rental for September meeting	86	\$ 75.00		\$ 7,146.68
09-Oct-10	21-Oct-10	Bike Shorts	Winnipeg Film Group	Balance owing on inv 2981	87	\$ 315.00		\$ 6,831.68
15-Oct-10		Bike Shorts	Laura Newman	International Fan Favourite	88	\$ 50.00		\$ 6,781.68
15-Oct-10	27-Oct-10	Bike Shorts	Daniel Timmerman	Local Fan Favourite	89	\$ 50.00		\$ 6,731.68
17-Oct-10	26-Oct-10	Bike Shorts	Don English	Misc expenses	90	\$ 146.35		\$ 6,585.33
	17-Oct-10	Bike Shorts	Don English	Liz Erickson - Deposit - Sales Bike Shorts Film Fest			\$ 1,034.76	\$ 7,620.09
	17-Oct-10	Membership	Misc	Liz Erickson - Deposit			\$ 75.00	\$ 7,695.09
	17-Oct-10	Donation	Misc	Liz Erickson - Deposit			\$ 90.00	\$ 7,785.09
	17-Oct-10	MEC Partnership 10/11	MEC	Liz Erickson			\$ 3,000.00	\$ 10,785.09
	31-Oct-10	Interest	ACU	Credit Interest			\$ 0.38	\$ 10,785.47
20-Nov-10	23-Nov-10	Bike Valet	David Wieser	ACU Grant for Bike Valet	91	\$ 4,000.00		\$ 6,785.47
	27-Nov-10	Membership	Misc	Liz Erickson - Deposit			\$ 200.00	\$ 6,985.47
	27-Nov-10	Donation	Misc	Liz Erickson - Deposit			\$ 60.00	\$ 7,045.47
	27-Nov-10	T-Shirts	Misc	Liz Erickson - Deposit			\$ 60.00	\$ 7,105.47
	27-Nov-10	Bike Valet	ACU	Liz Erickson - Deposit - Grant for Bike Valet			\$ 4,000.00	\$ 11,105.47
	30-Nov-10	Interest	ACU	Credit Interest			\$ 0.45	\$ 11,105.92
24-Nov-10	09-Dec-10	Admin Cost	Anita Miller	AGM Catering	92	\$ 134.00		\$ 10,971.92
	20-Dec-10	Bike Valet	DMSMCA	Liz Erickson - Deposit - Grant for Bike Valet			\$ 1,800.00	\$ 12,771.92
17-Dec-10	21-Dec-10	Bike Valet	David Wieser	Payout of DMSMCA Grant	93	\$ 1,800.00		\$ 10,971.92
	31-Dec-11	Interest	ACU	Credit Interest			\$ 0.52	\$ 10,972.44
	31-Jan-11	Interest	ACU	Credit Interest			\$ 0.51	\$ 10,972.95
	10-Feb-11	Membership	Paypal	Membership payments through paypal			\$ 627.87	\$ 11,600.82
08-Feb-11	11-Feb-11	Admin Cost	Curt Hull	Bike map meeting - lunch	94	\$ 41.43		\$ 11,559.39
	21-Feb-11	Cycling Map	MB Cycling Assoc	revenue from map sales			\$ 641.85	\$ 12,201.24
	28-Feb-11	Interest	ACU	Credit Interest			\$ 0.51	\$ 12,201.75
14-Mar-11			Cheque to Grant Writer written out incorrectly		95			\$ 12,201.75
15-Mar-11	22-Mar-11	MEC Partnership 09/10	Darren Grunau	Grant Writing	96	\$ 500.00		\$ 11,701.75
	31-Mar-11	Interest	ACU	Credit Interest			\$ 0.60	\$ 11,702.35

Grants, Partnerships & Projects

Cheque # or Meeting / Agenda

MEC Partnership 2009-2010		\$5,000.00
Anders Swanson - One Green City	chq 72	\$2,000.00
Anders Swanson - One Green City	chq 77	\$1,000.00
Dreamhost - Webhosting	Paypal	\$99.87
Expenses at Conf - M Cohoe	chq 83	\$500.00
Website work - Spyware/Virus Removal	chq 82	\$266.56
Grant Writing - Darren Grunau	chq 96	\$500.00
Total Available		\$633.57
Earmarked from available		
Total earmarked funds from MEC Partnership		\$0.00
MEC Partnership 2010-2011		\$3,000.00
Earmarked from available		
Website Rebuild - October meeting	Oct	\$1,800.00
Display and Trailer - October meeting	Oct	\$2,500.00
Total earmarked funds from MEC Partnership		\$4,300.00
Please note that the \$633.57 remaining unearmarked from the 09/10 grant can be put towards items earmarked in the 10/11 grant.		
Bike to the Future - Bike to Work Day Project Start Up		\$2,000.00
Bike to the Future - Bike Valet Winnipeg Project Start Up		\$500.00
MEC - (Bike Valet specific grant)		\$2,800.00
David Wieser - BVW	chq 79	\$2,800.00
MPI - (Bike Valet specific grant)		\$1,750.00
David Wieser - BVW	chq 84	\$1,750.00
ACU - Bike Valet specific grant)		\$4,000.00
David Wieser - BVW	chq 91	\$4,000.00
DMSMCA - (Bike Valet specific grant)		\$1,800.00
David Wieser - BVW	chq 93	\$1,800.00