

Bike to the Future Monthly Meeting

February 14, 2012 – 5:37 to 7:16 PM
Sport for Life Centre, 145 Pacific Ave

Minutes

Directors:

Present: Loren Braul (meeting co-chair), Tom McMahon (meeting co-chair), Kevin Miller (notes taker), Liz Erickson, Barrett Ens, Dave Elmore, Mark Cohoe, Chris Chypyha, Bill Newman

Regrets: Curt Hull, Charles Feaver

Absent: Shona Kusyk

Members:

Present: Rosanne Ritchot (office administrator), Philip Wolfart, Bryan Goods, Jeremy Hull, Pat Krawec, Guy Madill, Bob Kury

Regrets: Shannon Keys

Non-members: Currie Gillespie (Manitoba Cycling Association)

1. Welcome and Introductions

- All attendees introduced themselves.

2. Approval of Agenda

- We approved the agenda by consensus.

3. Approval of Minutes from the previous Monthly Meeting

- The January Monthly Meeting minutes, which have been posted for six weeks at <http://biketothefuture.org/about/meetings>, were approved by consensus.

4. Sharing

a. Good News!

- Riding on the Assiniboine Credit Union River Trail has been great.
- 27 people contacted Dave about the Can-Bike training for the MPI initiative. Only 12 are required.
- The mobile display / trailer is now 100% complete. Lightvisions improved the map holder.

b. Emerging Challenges

- Traffic cones have appeared on the Osborne Bridge for 2012 construction.

5. Monthly Updates

a. Finances – Liz

- Liz's Financial report is attached. The only items in January were the ones that happen every month. Liz has gone back a few months and made some adjustments. Until now, she was assigning bicycle valet expenses (paid directly to Rosanne), Rosanne's bonus, and Rosanne's monthly stipend to one account. Now it shows her bonus (*Part Time Admin - Bonus*) and bicycle valet expenses (*BV Expense*) separately from her monthly amount (*Part Time Admin*).
- She is still plugging through David Wieser's pile of receipts and comparing them to the spreadsheet (attached) he sent her. The majority of the money has gone into things like the parts to build the racks, tents, trailers ... assets.
- Bill & Liz are in the process of automating the creation of the financial statements.

b. Administration

i. Fund-raising, Grants, Partnerships – Rosanne

- The funder's report from last year's grant from the Assiniboine Credit Union is due in two weeks.

ii. Memberships – Rosanne

- Nothing to report.

iii. Communications – Philip (Website Redevelopment Committee)

- The Website Redevelopment Committee (Philip, Tom, Kevin, Bill, Paula Hrynkow) met three weeks ago for a brainstorming session:
 - Skills required, budget & timeframe, aspects we'd like to have (news, events, photos, forms, members-only section, mailing list, online donations, etc), migration of content.
 - **Action:** Tom would ask Dave Elmore to set up a meeting with Matt Wiebe and David Pesanto, who developed the Green Action Centre and Peg City Co-op websites.
- Tom met with David Pesanto yesterday. It went well. A website redesign for an organization like BttF would cost \$3000 to \$7000. If we'd like to proceed with consultations, David will send us a "process document".
 - Discussion: the difference between a rebranding and a website migration, soliciting website comments from users of our website, determining exactly what we want (produce a Request For Proposal and contact many web developers => lots of work) versus continuing with David & Matt and having them guide us.
 - We decided to proceed with David's process.
- We now have a Twitter account and a new Facebook page. Loren, Rosanne, and Paula are updating them. **Action:** Kevin will link to them from our website and unlink our old Facebook page (done).

iv. Office Administrator contract – Tom & Loren

- The contract renews tomorrow. As mentioned in previous months, Rosanne's current position (BttF Office Administrator, Bicycle Valet Winnipeg's Executive Director will be split into two. Rosanne will continue with BVW until someone else is hired.

c. Public Advocacy

i. Province – Tom for Charles

- We still don't know which Minister/department is responsible for active transportation. Manitoba Conservation contacted Janice Lukes (Winnipeg Trails Association), but Manitoba Healthy Living contacted us (Tom) for a meeting. We've also been in contact with NDP MLAs James Allum (he suggested Healthy Living) and Rob Altemeyer (he hasn't replied). Someone else suggested Manitoba Infrastructure & Transportation. Tom will re-contact James. Kevin will re-contact Rob. (Note: A few days after the meeting, James announced at a Prairie Pathfinders hike that the AT minister is Local Government Minister Ron Lemieux.)

ii. City – Mark

- The City's Active Transportation Advisory Committee meeting in January was cancelled, and the February meeting has been delayed.
- Mark, Gareth Simons, and Janice Lukes have met to discuss the Pembina corridor (<http://biketothefuture.org/news/archives/2010/02/11/pembina-hwy-between-chevrier-blvd-and-plaza-dr>), which is proceeding very slowly. They plan to set up an Open House and invite the City, Winnipeg Transit, and Pembina Hwy businesses. Mark is meeting with the consultant (Dillon) at the end of February.
- A City Committee meeting two weeks ago was attended by only Mark and Kevin. See the agenda at <http://biketothefuture.org/events/archives/2012/01/19/bttf-city-committee---january-monthly-meetin> .

d. Education and Safety – Dave

- Dave's report is attached.
- Currie mentioned that the Canadian Cycling Association is waiting to receive a grant, which they will use to fund Can-Bike at the provincial level (i.e. Manitoba Cycling Association).

e. Community Bike Events

- Ice It To Work Day is on Friday February 17. BttF and Winnipeg Trails Association is sponsoring/staffing one of the Cocoa Fire Pit Stops.
- This week is the Green Action Centre's Jack Frost Challenge..
- Tom attended a Muddy Waters Gran Fondo meeting last week. *Habitat for Humanity* is looking for ideas and input from stakeholders and others. BttF would like to see Muddy Waters follow the model of the Manitoba Marathon as much as possible and become a mass participation ride. Several elements that might be copied: name of event, domain name and web site, major Crown corporation sponsor, staging location, extensive use of city streets, voluntary charitable donation, spring date. However, attendees at the Muddy Waters meeting did not seem to propose or endorse any such changes, although it is still early in the planning stages. Currie confirmed that a Habitat event must raise enough money to build a house.

f. Bicycle Valet Winnipeg (BVW) – Chris (BVW Committee)

- The committee met a few weeks ago and discussed the last two years. BVW has done well financially.
- David Wieser's "expenses" document was tabled (attached), but it's only accurate to last August when Rosanne began incurring expenses. There is now a monthly equipment storage cost. Suggestion: Set up a donation box for users. (Users don't pay for the valet service.)
- There have been ~30 different BVW volunteers; 15 are steady; 2 are needed at each event for transporting and setting up equipment, and 3 to 4 are needed for customer service.
- Tom & Loren will have a new BVW Executive Director contract drafted soon, and then we'll advertise for the position (see 5.b.iv., above).
- The Winnipeg Blue Bombers definitely want BVW's services at the new stadium.

6. Issues

a. Red River Crossing (UofManitoba to St Vital) – Mark

- Mark attended the two public consultation sessions.
See <http://biketothefuture.org/news/archives/2012/02/17/uofmanitoba--st-vital-active-transportation-bridge> for lots of info, including BttF's analysis, an online survey, and media reports.
- 200 to 300 people attended the St Vital session; 150 to 20 at the UofManitoba session. The vast majority of people were in favour of crossing. The sessions were very positive.

b. Ride of Silence – Bryan

- The Ride of Silence is held in many cities as a tribute to cyclists who have been killed or seriously injured by cars, and to remind everyone that we have a legal right to be on the road and free from harassment. It's on Wednesday May 16 at 7:00 PM. Bryan has drafted a tentative 12K route. Sponsorships and grants aren't allowed, just endorsements. Bryan will contact Janice Lukes to get a list of media contacts. Kevin will promote it via our website and Announce list.
- We discussed a parade permit and liability insurance. Bryan would like to involve the Winnipeg Police Service's bike patrol unit (which apparently didn't exist formally in 2011). Bryan was given the OK to start the permit process and look into insurance.

c. Bicycle Counts – Jeremy

- Rivers West is developing a funding proposal to conduct counts of cyclists and pedestrians in Winnipeg. These counts would be more comprehensive and systematic than those we have done using volunteers in the past, and would be done with the involvement and support of the City. Janice Lukes is involved, as are Jeremy, Beth, Mark, Kevin Nixon, and others from the City. Funding and other support is to be requested from both the City and the Province. There have been three meetings so far.
- A counting tool would be used. Jeremy has drafted an initial proposal; the City will provide feedback. Students or others will be hired from May to October (non City employees). 26 counting locations have been identified by the committee to be representative of the different regions and types of locations in Winnipeg. These would be baseline counts to be continued over coming years and to document the impact of AT improvements and initiatives that are expected as a result of provincial and city commitments.

7. Other items

- Bill would like to create an internal communications strategy for creating documents and policies.

8. Upcoming Dates

a. Next meeting

- Our next Monthly Meeting is on Tuesday March 13 at 5:30 at the Sport For Life Centre.

Agreement with MPI for Can-Bike training

BttF has reached an agreement with MPI to provide the training of 12 new Can-Bike 2 riders. As noted earlier this will expand our resources as these new Can-Bike graduates will have the credentials to teach Can-Bike 1. More importantly they will be able to deliver courses such as the ones that BttF developed for the Leisure Guide. As part of the proposal, BttF will be developing an 8 hour cycling skills course that MPI wants to use to train “workplace champions.” The new Can-Bike grads would also be a resource for MPI to use to undertake this training.

To date we have a total of 27 people that have expressed interest in the Can-Bike course. As our funding only covers 12 participants, we have developed an application form for all participants that will provide us with some background and information on which to evaluate the candidates. This will be going out shortly to all 27, and we hope training will begin in April (weather dependant). As for the others, we have made MPI well aware of the fact that the numbers far out weigh our ability to do the training and that future programs/funding needs to be considered.

Work has already begun on the development of both the Can-Bike course materials and those required for the MPI 8 hour course. Funding for the project will begin to flow once the draft materials for the 8 hour course are submitted and/or the first half of the Can-Bike training is completed.

Bike Safety Video

The BttF Safety and Education committee has met with Manitoba Cycling Association (MCA) on the direction and future of the cycling video which they were funded by the Manitoba Government to produce. MCA has met with the province to clarify a few issues, and work has begun on reviewing the video modules for content and accuracy. MCA is discussing the completion of the project with a few different companies. Review of content to date indicates that there is still a lot of work to do in order to make the end product complete and accurate. BttF will continue to work on reviewing and providing technical input into the final product.

Safety Committee on Active Transportation (SCAT)

The key messaging document created by SCAT has still not been signed off or accepted by all parties on the committee. The biggest stumbling block appears to be around the messaging related to the Highway Traffic Act (HTA) defining of “close as practicable.” The representative from Manitoba Infrastructure and Transportation (MIT) has indicated that MIT will not support the current wording that indicates “experienced cyclists recommend riding a minimum 1 metre from the curb.” The Winnipeg Police Service (WPS) has joined this as well and so it appears that discussion on what is acceptable to all parties will continue. BttF has expressed our concerns and indicated that this recommendation is not the singular view of a few radical cyclists, but an accepted approach to safe cycling throughout the world. It is unknown at this time what the future of this document will be, however it is clear that there is a division within SCAT that will not be easily bridged.

It was hoped that this committee might be an avenue leading to potential funding for a sustainable program of cycling education, however it is also clear that this will take several years to progress to the surface, if it happens at all. For the time being we will continue to participate in the committee while looking at other avenues for moving this agenda forward.

Leisure Guide Courses

BttF is still in preliminary discussions with the City of Winnipeg related to the cycling skills workshops through the Leisure Guide. Expansion of the courses to reach a larger audience through more courses and locations may not be possible based on resources and the fact that the Can-Bike course is now a reality. The City is still looking at possible locations where additional courses could be offered.

Date **Company**
Amount Available
Spent
Remaining

Items	\$		BttF \$500	MEC \$2,800	MPI \$1,750	DMSMCA \$2,000	ACU \$4,000	Donation	Rev - Green Show	Province of Manitoba \$3,000	Blue Bombers \$2,000	MPI \$2,500	MEC \$2,000	
	20,771.00		500.00	2,800.00	1,750.00	2,000.00	4,000.00	21.00	200.00	3,000.00	2,000.00	2,500.00	2,000.00	
	19,027.71		351.12	2,800.00	1,750.00	2,000.00	4,000.00	21.00	200.00	3,000.00	386.32	2,519.27	2,000.00	
	1,743.29		148.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,613.68	-19.27	0.00	
10-Jun-2011 V.A.	V.A. Kidsfest 10Jun	70.00					70.00							0.00
11-Jun-2011 V.A.	V.A. Kidsfest 11 Jun	80.00					80.00							0.00
12-Jun-2011 V.A.	V.A. Kidsfest 12 Jun	80.00					80.00							0.00
16-Jun-2011 Gescan	Bicycle Racks	398.21					398.21							0.00
17-Jun-2011 Staples Canada	Tool Kit (Staples, Clipboards)	52.36	In Motion							52.36				0.00
17-Jun-2011 Home Depot, The	Snow Fence	160.34					160.34							0.00
17-Jun-2011 Canadian Tire	Chair / Coolers	144.45					144.45							0.00
17-Jun-2011 Superstore	Drinks	18.45	In Motion							18.45				0.00
18-Jun-2011 V.A.	V.A. RedRiverEx 18 Jun	150.00					150.00							0.00
22-Jun-2011 Shoppers Drug Mart	Chairs	117.57					117.57							0.00
22-Jun-2011 Superstore	Cooler	61.48					61.48							0.00
23-Jun-2011 Quizno's	V.A. Food	31.85	Bombe rs								31.85			0.00
23-Jun-2011 V.A.	Bombers 23 Jun 11	20.00	Bombe rs								20.00			0.00
24-Jun-2011 V.A.	V.A. RedRiverEx 25 Jun	170.00					86.28					83.72		0.00
24-Jun-2011 V.A.	BtWD 2011 24 Jun 11	80.00										80.00		0.00
25-Jun-2011 Shoppers Drug Mart	Sunscreen	31.88										31.88		0.00
25-Jun-2011 Home Depot, The	Cable ties	11.70										11.70		0.00
27-Jun-2011 McDiarmid	Snow Fence	44.79										44.79		0.00
27-Jun-2011 Home Depot, The	Chain	79.82										79.82		0.00
27-Jun-2011 Home Depot, The	Chain	-44.78										-44.78		0.00
27-Jun-2011 Home Depot, The	Locks	35.83										35.83		0.00
1-Jul-2011 V.A.	V.A. Canada Day	270.00										270.00		0.00
2-Jul-2011 Costco	Trailer Jack	25.53										25.53		0.00
2-Jul-2011 Canadian Tire	Coolers (rtn'd)	-82.86										-82.86		0.00
2-Jul-2011 Canadian Tire	Cooler, Wheeled	89.59										89.59		0.00
2-Jul-2011 Co-operators, The	Insurance	217.59										217.59		0.00
5-Jul-2011 RaceSmith, Inc	Bicycle Racks	322.84										322.84		0.00
8-Jul-2011 Quizno's	V.A. Food	29.27	Bombe rs								29.27			0.00
8-Jul-2011 V.A.	Bombers 8 Jul 11	20.00	Bombe rs								20.00			0.00
12-Jul-2011 CBSA	Bicycle Racks (Tax)	24.01										24.01		0.00
14-Jul-2011 Quizno's	V.A. Food	21.00	Bombe rs								21.00			0.00
14-Jul-2011 V.A.	Bombers 14 Jul 11	40.00	Bombe rs								40.00			0.00
16-Jul-2011 V.A.	MEC Bike Fest 16 Jul 11	100.00										100.00		0.00



Income Statement - Year to Date - January 2012
Financial Statement

	Account	DB	CR	Net
Revenue/Partnerships/Grants				
	Interest	6.39		\$ 6.39
	Membership	579.36		\$ 579.36
	Bike Valet	13,100.00	9,700.00	\$ 3,400.00
	ACU Grant	4,000.00		\$ 4,000.00
	MEC Partnerships	2,000.00	3,633.57	\$ (1,633.57)
	Donation	140.00		\$ 140.00
		19,825.75	13,333.57	\$ 6,492.18
Expenses				
	Admin Cost		495.06	\$ 495.06
	Part Time Admin		4,275.00	\$ 4,275.00
	Part Time Admin - Bonus		1,260.00	\$ 1,260.00
	BV Expense		1,924.08	\$ 1,924.08
	Bike Shorts	50.00	50.00	\$ -
	Cycling Map	2,780.00	3,080.00	\$ 300.00
		2,830.00	11,084.14	\$ 8,254.14
Opening retained earnings				\$ 11,702.35
Net change YTD				\$ (1,761.96)
Closing retained earnings				\$ 9,940.39
		22,655.75	24,417.71	-1761.96

Note: As of Apr 1 '09 T-shirts had yet to recover \$497.64 of cost **T-shirt net to date:** \$ -

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

Note: Opening retained earnings includes \$633.57 for the first MEC Partnership Grant and \$3000 for the second MEC Partnership grant. See breakdown of funds spent and earmarked on Grants & Partnership report.

Note: Bike Shorts International Fan Favourite cheque for \$50 written in October 2010. The cheque was mailed in October and returned undeliverable. There was coorespondence with the winner and the cheque was promptly resent. Cheque was considered stale dated at the end of April so the funds were put back into general use.

UPDATE Payee cashed the cheque in May and the ACU processed it.



General Ledger
Fiscal Year to Date - January 2012

01-Apr-11		Balance Forward							\$ 11,702.35
Date written	Bank Date	Acct	Who	Memo	Ck#	CR	DB	Balance	
15-Oct-10	13-May-11	Bike Shorts	Laura Newman	International Fan Favourite	88	\$ 50.00	\$ 50.00	\$ 11,702.35	
13-Apr-11	26-May-11	Admin Cost	Minister of Finance	Annual Return on Information	97	\$ 25.00		\$ 11,677.35	
26-Apr-11	05-May-11	Admin Cost	MB Eco Network	Annual Membership	98	\$ 50.00		\$ 11,627.35	
	30-Apr-11	Interest	ACU	Credit Interest			\$ 0.55	\$ 11,627.90	
16-May-11	31-May-11	Cycling Maps	Chelsea May	Proof Reading Cycling Map	99	\$ 300.00		\$ 11,327.90	
	17-May-11	Membership	Liz Erickson	Deposit			\$ 110.00	\$ 11,437.90	
	17-May-11	Donation	Liz Erickson	Deposit			\$ 40.00	\$ 11,477.90	
20-May-11		Membership	Paypal	Membership \$\$ in Paypal used to pay Dreamhost			\$ 10.02	\$ 11,487.92	
20-May-11		Admin Cost	Dreamhost	Webhosting (paid via Paypal - \$9.95 USD)		\$ 10.02		\$ 11,477.90	
24-May-11	03-Jun-11	Admin Cost	University of Winnipeg	Meeting space for AGM	100	\$ 78.75		\$ 11,399.15	
	25-May-11	Membership	Kevin Miller	Various Memberships			\$ 65.00	\$ 11,464.15	
30-May-11		Membership	Paypal	Membership \$\$ in Paypal used to pay costs below			\$ 36.00	\$ 11,500.15	
30-May-11		Admin Cost	Linda Hull	Member incentive to attend Cycling Skills Course		\$ 18.00		\$ 11,482.15	
30-May-11		Admin Cost	Shannon Keys	Member incentive to attend Cycling Skills Course		\$ 18.00		\$ 11,464.15	
	31-May-11	Interest	ACU	Credit Interest			\$ 0.57	\$ 11,464.72	
	03-Jun-11	ACU Grant	ACU Grant	Curt Hull - Deposit - ACU Grant			\$ 4,000.00	\$ 15,464.72	
14-Jun-11	28-Jun-11	Bike Valet	DMSMCA	Payout of DMSMCA Grant	101	\$ 200.00		\$ 15,264.72	
14-Jun-11	28-Jun-11	Part Time Admin	Rosanne Richot	1st Contract Payment - prorated for length of service	102	\$ 285.00		\$ 14,979.72	
	22-Jun-11	Bike Valet	DMSMCA	Liz Erickson - Deposit - Grant for Bike Valet			\$ 200.00	\$ 15,179.72	
	22-Jun-11	Membership	Misc	Liz Erickson - Deposit			\$ 10.00	\$ 15,189.72	
23-Jun-11	28-Jun-11	Bike Valet	David Wieser	Payout of Blue Bomber Contract	103	\$ 2,000.00		\$ 13,189.72	
23-Jun-11	28-Jun-11	Bike Valet	David Wieser	Payout of MB Gov't Grant	103	\$ 3,000.00		\$ 10,189.72	
	28-Jun-11	Bike Valet	Blue Bombers	Liz Erickson - Deposit - Blue Bombers Contract			\$ 2,000.00	\$ 12,189.72	
	28-Jun-11	Bike Valet	MB Gov't	Liz Erickson - Deposit - MB Gov't Grant			\$ 3,000.00	\$ 15,189.72	
	30-Jun-11	Interest	ACU	Credit Interest			\$ 0.84	\$ 15,190.56	
12-Jul-11	15-Jul-11	Part Time Admin	Rosanne Richot	Monthly Payment	104	\$ 570.00		\$ 14,620.56	
	31-Jul-11	Membership	Liz Erickson	\$40 regular, \$158.34 through MEC			\$ 198.34	\$ 14,818.90	
	31-Jul-11	Bike Valet	City of Winnipeg	Liz Erickson - Deposit - Bike Valet at BTWD			\$ 1,000.00	\$ 15,818.90	
	31-Jul-11	Donation	Liz Erickson	HSC - Volunteer Appreciation			\$ 100.00	\$ 15,918.90	
	31-Jul-11	Interest	ACU	Credit Interest			\$ 0.84	\$ 15,919.74	
05-Aug-11	11-Aug-11	Bike Valet	David Wieser	\$2000 MEC Grant and \$2500 MPI Grant	105	\$ 4,500.00		\$ 11,419.74	
05-Aug-11	11-Aug-11	Part Time Admin	Rosanne Richot	Monthly Payment	106	\$ 570.00		\$ 10,849.74	
05-Aug-11	23-Aug-11	MEC Partnership				\$ 633.57		\$ 10,216.17	
05-Aug-11	23-Aug-11	MEC Partnership	Dave Elmore	Lightvisions - Bike Trailer/Display	107	\$ 3,000.00		\$ 7,216.17	
05-Aug-11	23-Aug-11	Admin Cost				\$ 10.91		\$ 7,205.26	
	13-Aug-11	Bike Valet	MPI	Liz Erickson - Deposit - Grant			\$ 2,500.00	\$ 9,705.26	
	13-Aug-11	Bike Valet	MEC	Liz Erickson - Deposit - Grant			\$ 2,000.00	\$ 11,705.26	
	13-Aug-11	Membership	Misc	Liz Erickson - Deposit			\$ 20.00	\$ 11,725.26	
	16-Aug-11	Cycling Maps	City of Winnipeg	Rosanne Ritchot - BTTFF Inv 2011-01			\$ 1,980.00	\$ 13,705.26	
	16-Aug-11	Cycling Maps	City of Winnipeg	Rosanne Ritchot - BTTFF Inv 2011-02			\$ 800.00	\$ 14,505.26	
18-Aug-11	18-Aug-11	Cycling Maps	Anders Swanson	Work done re: BTTFF Inv 2011-01	108	\$ 1,980.00		\$ 12,525.26	
30-Aug-11	21-Sep-11	Admin Cost	Rosanne Richot	Farewell gift/food - David Wieser	109	\$ 211.98		\$ 12,313.28	
	31-Aug-11	Interest	ACU	Credit Interest			\$ 0.83	\$ 12,314.11	
13-Sep-11	20-Sep-11	Admin Cost	Dave Elmore	Lights for trailer	110	\$ 22.40		\$ 12,291.71	
13-Sep-11	21-Sep-11	Part Time Admin	Rosanne Richot	Monthly Payment	111	\$ 570.00		\$ 11,721.71	
		BV Expense	Rosanne Richot	Bike Valet Expenses	111	\$ 1,068.64		\$ 10,653.07	
	28-Sep-11	Bike Valet	The Forks	Liz Erickson - Deposit - pmt for July 1 and Kidfest			\$ 2,100.00	\$ 12,753.07	
30-Sep-11	04-Oct-11	Part Time Admin - Bonus	Rosanne Richot	10% Bonus on \$10,500.00	112	\$ 1,050.00		\$ 11,703.07	
	30-Sep-11	Interest	ACU	Credit Interest			\$ 0.58	\$ 11,703.65	
	13-Oct-11	MEC Partnership	MEC	Liz Erickson - Deposit - Grant			\$ 2,000.00	\$ 13,703.65	
	13-Oct-11	Membership	Misc	Liz Erickson - Deposit			\$ 20.00	\$ 13,723.65	
11-Oct-11	14-Oct-11	Part Time Admin	Rosanne Richot	Monthly Payment + Expenses + Bonus	113	\$ 570.00		\$ 13,153.65	
		BV Expense	Rosanne Richot	Bike Valet Expenses	113	\$ 346.93		\$ 12,806.72	
		Part Time Admin - Bonus	Rosanne Richot	10% Bonus on \$2,100.00	113	\$ 210.00		\$ 12,596.72	
	31-Oct-11	Interest	ACU	Credit Interest			\$ 0.63	\$ 12,597.35	
22-Nov-11	26-Nov-11	Part Time Admin	Rosanne Richot	Monthly Payment x 2	116	\$ 1,140.00		\$ 11,457.35	
		BV Expense	Rosanne Richot	Bike Valet Expenses	116	\$ 268.51		\$ 11,188.84	
22-Nov-11	26-Nov-11	Cycling Maps	Ted Mann	Work done re: BTTFF Inv 2011-02	114	\$ 800.00		\$ 10,388.84	
22-Nov-11	25-Nov-11	Admin Cost	Anita Miller	AGM catering	115	\$ 50.00		\$ 10,338.84	
	30-Nov-11	Interest	ACU	Credit Interest			\$ 0.59	\$ 10,339.43	
	17-Dec-11	Bike Valet	Canadian Forces	Liz Erickson - Deposit - Air Force Run			\$ 300.00	\$ 10,639.43	
	17-Dec-11	membership	misc	Liz Erickson - Deposit			\$ 110.00	\$ 10,749.43	
	31-Dec-11	Interest	ACU	Credit Interest			\$ 0.47	\$ 10,749.90	
20-Jan-12		Part Time Admin	Rosanne Richot	Monthly Payment	117	\$ 570.00		\$ 10,179.90	
20-Jan-12		BV Expense	Rosanne Richot	MPI Deductable + Garage rental for equipment	117	\$ 240.00		\$ 9,939.90	
	31-Jan-12	Interest	ACU	Credit Interest			\$ 0.49	\$ 9,940.39	

Please note entry for cheque #88 written on October 15, 2010. The cheque was mailed out to the International Fan Favourite for the Bike shorts. It was returned undeliverable. There was corespondence with the winner and the cheque was promptly resent. Cheque is now stale dated and the funds are available for BttF use. Winner has not contacted us looking for payment. If, in the future we are contacted, a new cheque can be produced and sent. **UPDATE:** Cheque cashed in May.