

Morgantown Municipal Bicycle Board

Meeting Minutes
July 7, 2011
Public Safety Building

OPEN ACTION ITEMS:

Due date	Responsibility	Action Item
8/4/2011	Crawford	124. Discuss the possibility of WVU becoming a Bicycle Friendly university with the SGA president.
8/4/2011	Wamsley	139. Provide to Gmeindl edits he suggested for Morgantown Bicycle Plan.
8/4/2011	Gunnar	147. Get .png file of bumper sticker from Aira.
8/4/2011	Post	149. Send Danielle an email regarding the low visibility of lines on 705 in the dark.
8/4/2011	Spencer	150. Speak with Tom Arnold regarding money in the new budget for bicycle lockers.
8/4/2011	Gmeindl	151. Send Gunnar and Damien the latest version of the Police Info Card.
8/4/2011	Gunnar & Damien	152. Finalize Police Info Card and get Chief's approval.
8/4/2011	Walker	153. Submit video script to BB ASAP.
8/4/2011	Hein	154. Submit video script to BB ASAP.
8/4/2011	All members	155. Study the Education and Encouragement sections of the MBP before the next meeting.

Meeting Minutes:

Agenda Item 1 (Schmooze time)

The July 2011 monthly meeting of the Morgantown Municipal Bicycle Board (BB) was called to order at 6:30 p.m. at the Public Safety Building by Chairman Frank Gmeindl with the following members attending:

- Gunnar Shogren, Frank Gmeindl, Brandon Crawford, Alice Vernon, Jim Rye, Chet Parsons, Betsy Shogren, Marilyn Newcome, Jonathan Rosenbaum, and Chip Wamsley.
- Absent members: Don Spencer, Derek Springston, Hugh Kierig, Ryan Post, and Butch Graber.
- Ex-officios and visitors: Nick Hein, Damien Davis, and Andrew Walker.

Agenda Item 2 (Agenda)

The agenda was approved with the addition of Item 4.5: Traffic Commission Report, with the desired outcome of a decision on the police information card.

Agenda Item 3 (Minutes of Last Meeting)

The minutes from the June meeting were accepted without change.



Agenda Item 4 (Action Items)

- #124: Open.
- #139: Open.
- #147: Open.
- #148: Closed: The process for ordering the bumper sticker has been started.
- #149: Open: Post was absent.
- #150: Open: Spencer was absent.

Agenda Item 4.5 (Traffic Commission Meeting Report)

The Traffic Commission appointed Butch Graber as the newest member of the BB. Welcome, Butch! Also, Heidi Hockenberry and Danielle Williams were also recognized as ex-officio members (Danielle as a stand-in for Bill Austin, when necessary). The TC also approved the changes to the BB's charter, specifically that a quorum is defined to be half of the voting members of the BB (ex-officios are non-voting members).

Frank reported that the Police Information Card received favorable reviews from the TC, bicycle police, and Lt. Lance. The BB voted to change the headings of the two columns to "You, as the motorist" and "You, as the bicyclist." The Chief of Police will now need to give his approval. Damien Davis and Gunnar Shogren will coordinate the final design of the card and Chief Preston's approval, before getting the cards printed at the Sign Factory.

Agenda Item 5 (Ripe Banana Issues)

- There were no Ripe Bananas this week.

Agenda Item 6 (New Education Videos - Walker)

Andrew Walker, who is coordinating the education video for the 13-16 year age group, reported that he has met with the producer, Ryan Fletcher, and has developed a schedule. Andrew's schedule calls for video shooting on July 23 and 24, cutting on August 13 and 14, and having the finished product by August 15. The video will be 30 seconds - 1 minute long, with the goal of educating kids in this age group to ride better with traffic and get kids to ride bikes to their destinations. While he has a good idea of the script of the video, he needs to solidify this script and submit it to the BB for approval as soon as possible. Frank stressed that the contract for this video needs to be developed and signed by Jeff Mikorski and time is of the essence as the deadline of 9/4/11 is looming. Andrew will document his stated plans and submit both a script and a timeline to the BB ASAP.

Agenda Item 7 (New Education Videos - Hein)

Hein, who is coordinating the education video for the 5 – 10 year age group, reported that he met with his producer, Bobby Rexroad, and should have a script to the BB by next week (the week of July 11). This video will be 8 – 10 minutes long and focus on non-traffic situations (learning to ride, individual and group riding skills) for the younger kids and will complement the "Bike Safe, Bike Smart" video. Frank also reminded Nick of the importance of moving forward in a timely manner for this project.

Agenda Item 8 (Education Finances)



Frank distributed the Effective Bicycling Education Program Financial Summary for June 2011. All present members of the BB approved the finances. Please note: BB members with pending invoices do not vote to approve their own invoice.

Agenda Item 9 (Morgantown Bicycle Plan [MBP])

The Engineering and Enforcement sections of the MBP are complete, with the Education section not far behind. At the next meeting, the BB shall finish reviewing the Education section, and then move on to the Encouragement section. **Please read the Education and Encouragement sections before next week's meeting!!!**

Agenda Item 10 (Burkhart Resignation)

Aira has resigned from the BB to focus on other pressing issues. Thank you for your help over the last couple years, Aira! The BB unanimously voted for Andrew Walker to take Aira's spot, pending Traffic Commission approval.

Agenda Item 11 (New Action Items)

#151: Gmeindl – Send Gunnar and Damien the latest version of the Police Info Card.
#152: Gunnar & Damien – Finalize Police Info Card and get Chief's approval.
#153: Walker – Submit video script to BB ASAP.
#154: Hein – Submit video script to BB ASAP.
#155: All members – Study the Education and Encouragement sections of the MBP before the next meeting.

Agenda Item 12 (Meeting Evaluation)

Attendees appreciated the shorter meeting time!

Chairman Gmeindl adjourned the meeting at ~8:00 pm. The next meeting is planned for August 4, 2011 at 6:30 PM.

Minutes respectfully submitted this date by Betsy Shogren, 07/18/2011.



Attendance:

	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	June-11	Jul-11	Aug-11	
Crawford, Brandon						N O M E E T I N G		X	X	X			X		
Gmeindl, Frank	X	X	X	X	X		X	X	X	X	X			X	
Kierig, Hugh		X	X	X			X		X		X	X			
Newcome, Marilyn		X		X	X		X	X	X	X				X	
Parsons, Chet														X	
Rosenbaum, Jonathan	X	X	X	X	X					X	X			X	
Post, Ryan							X	X	X		X	X	X		
Rye, Jim	X		X	X	X		X	X		X	X			X	
Shogren, Betsy	X		X	X	X		X			X	X	X	X	X	
Shogren, gunnar	X		X	X	X		X	X	X	X	X	X	X	X	
Spencer, Don	X	X	X	X	X		X	X	X	X	X	X	X		
Springston, Derek					X								X		
Vernon, Alice				X			X	X						X	
Wamsley, Chip		X	X	X	X		X	X	X		X	X	X	X	

X=Present
Blank = Absent

