

Mar. 21, 2013 - Bike Delaware Meeting Minutes

Submitted by Carol Ireland

A conference call board meeting was called to order on Mar. 21 at 8:00 pm. Participating were board members Drew Knox, John Bare, Carol Ireland and Bill Osborne and Executive Director James Wilson.

James updated the board on the plans for the Walkable Bikeable Delaware 2013 Summit in Dover on May 1. Several speakers are confirmed and others have been invited. The bicyclists on the Legislators Ride will arrive in Dover at 1:00, in time for Governor Markell's presentation.

The board approved James signing the Memorandum of Understanding (MOU) on behalf of Bike Delaware, attached below. DBC/DelDOT drafted the MOU covering the agreement for DBC to support the Walkable Bikeable Delaware event, and Bike DE including DBC as a sponsor in our communications.

Carol volunteered to coordinate the meetings of Summit participants with their legislators. James recommended identifying leaders to coordinating meetings, especially with key legislators. The challenge will be to have leaders increase the size of the group participating on May 1. James will draft a set of talking points that leaders can use.

After a brief discussion regarding Bike DE bike jerseys, Drew agreed to follow up with Bob Ruddy and Sally Buttner regarding obtaining preorders and getting an initial order placed through Chris Zorger.

The conference call meeting was adjourned at 9:50 pm.

Bike Delaware - Delaware Bicycle Council MOU for Walkable Bikeable Delaware and Legislator's Ride

Walkable Bikeable Delaware Event Sponsorship

The Delaware Bicycle Council (DBC) will provide up to \$1,000.00 as a sponsor of the event. These funds will need to cover a tangible item or rental of a facility. However, the funds cannot be used to cover food. The DBC will need a written receipt and will need to pay the provider directly. The receipt will need to be given to the DBC no later than April 30th 2013 in order to access the funds in the existing FY '13 funding cycle.

In return the DBC will receive sponsor benefits at the highest level offered. The DBC logo will be included on all materials leading up to the event, including promotional and informational materials leading up to the event and at the event itself.

Legislator's Ride (to be held on the same day)

The Delaware Bicycle Council will remain the sponsor of the Legislator's Ride and will be responsible for a return bus back to the ride's starting points (Middletown and Newark) to accommodate 25 participants of the ride (\$550). BikeDelaware will be responsible for the cost of the second bus if needed (\$300).

The registration for the Legislator's Ride will be done through the DBC website. The Legislator's Ride registration will also include a bus ride sign up. A question and explanation will be included to ask and explain the departure time of the bus. For example, "What time do you prefer to leave Dover? If you plan to attend Walkable Bikeable DE please check 5:00 PM. If you do not plan to attend please check 1:30 PM".

If less than ten people choose either time the DBC will ask that the smaller group to make other arrangements for transportation or plan to ride the bus at the time chosen by the majority. A bus will not be provided for attendees of Walkable Bikeable Delaware unless the attendee is also signed up for the Legislators Ride.

A second bus will only be needed if ten or more riders select each time (1:30 PM or 5:00 PM). It is very possible that this will happen, in which case Bike DE will be responsible for providing the second bus as mentioned.

A link will be established from the Legislator's Ride Sign up to the BikeDE Walkable Bikeable registration page so that people wanting to attend both events can do so easily. Additionally a reverse link from the Bike DE registration page will also be established.

We believe that keeping registration for the Legislator's Ride and the WBD event separate while at the same time providing links between sites will reduce complications. In particular, it will prevent Walkable Bikeable DE attendees who did not go on the Legislator's Ride from getting on the bus (unlikely), and it will ensure that Legislator's Ride cyclists who want to attend the WBD event will have a place to sit, park bikes and eat lunch (likely). It will also help us to ensure that we provide for the needs of the majority of Legislator's Ride participants who require return transportation.

Authorized Signature Delaware Bicycle Council

Authorized Signature Bike Delaware
