

December 11, 2013 Bike Delaware Board Meeting Minutes

Submitted by Carol Ireland

President Drew Knox called the meeting to order at 6:45 pm. Present were Board members Drew Knox, Carol Ireland, Bob Ruddy, John Bare and Doug Tynan, and Executive Director James Wilson. Visiting was Barbara Boyce. The meeting was held at Doug Tynan's private practice office on Yorklyn Rd., Hockessin.

The minutes from the November meeting were approved as written.

Bob Ruddy now has access to much of the Treasurer's files, books, etc. Bill Osborne will close out the November accounting. Bob still needs to get access to the WSFS account, get the final copy of the Quickbooks file, and follow up with Terri regarding tax filing requirements for Bike Delaware. It was agreed that James Wilson would get access to the WSFS account for occasional review. Bob will provide a draft budget to the Board prior to the January meeting. The 2014 budget will be reviewed at that meeting.

The Board Development Committee is seeking a permanent Treasurer. Tasks of the treasurer include: log transactions, close out monthly accounts, develop a budget, address tax questions, pay invoices.

Drew has 75 jerseys available for sale. We will run a 3-day membership/jersey sale campaign to end in time for shipping by Christmas. Jersey/membership will be \$75.

James introduced two organizations (see attached document) that we should consider joining: Association of Pedestrian and Bicycle Professionals (APBP) -- \$80; and the Institute of Transportation Engineers (ITE) -- \$270. APBP is a resource for information, and occasional posting. ITE provides an opportunity to interact with Traffic Engineers, especially DelDOT members. The board approved James submitting membership for both organizations, with the understanding that he would review before renewing.

James presented potential 2014 Strategic Goals. The board discussed our goal-setting process. The "pillars" that Bob Ruddy proposed at the November meeting (Engaging municipalities; Bike DE maintaining solid influence in state legislature and agencies; Cycling education/curriculum) make sense to the Board. Specific 2014 goals should fit at least one of the pillars. The Board needs to set internal goals as well. Bob (engaging municipalities), James (influencing state agencies) and Drew (cycling education) will present specific goals under their pillars prior to the January meeting. All the board members will propose internal goals.

Drew Knox will complete the 501c3 application by the end of the month and send it Darryl Flaherty for submission.

James asked for approval by the board to support Bike DE doing another Walkable Bikeable Delaware Summit, with the American Heart Association as a partner (contingent on the approval of Sussex Outdoors and Delaware Greenways, partners for previous summits). The board voted to approve.

John Bare described a case of a cyclist riding on Snuff Mill Rd who was charged with not riding on the right. He is fighting the charge. John will keep Bike DE members informed.

The meeting was adjourned 9:00 pm. The January meeting will be on Tuesday, Jan. 14 at 6:00 pm. at a location to be determined (probably in Hockessin).

REQUEST FOR MEMBERSHIP AUTHORIZATION

INSTITUTE OF TRANSPORTATION ENGINEERS (~\$270/year)



The Institute of Transportation Engineers is an international educational and scientific association of transportation professionals who are responsible for meeting mobility and safety needs. ITE facilitates the application of technology and scientific principles to research, planning, functional design, implementation, operation, policy development and management for any mode of ground transportation.

DelDOT Members:

Mr. Thomas W. Brockenbrough, - Planning Division, County Coordinator
Marc Cote, Planning Division, Subdivision Engineer
Silvana V. Croope, Traffic Division, TMC Interoperability and Mapping
Gene S. Donaldson, Traffic Division, ITS
Mark C. Galipo, Division, Civil
Shante A. Hastings, Program
Denis L. Hehman, Traffic Division, Traffic Systems Program
Mark Luszcz, Traffic Division, Chief Traffic
Leonard J. Massotti, Planning Division, Sussex Subdivision
Thomas E. Meyer, Traffic Division, Traffic Studies
Scott W. NeidertD, Traffic Division, Traffic
Max Saintil, Traffic Division, Traffic Design
Belkis A. Sierra, Traffic Division, Traffic Studies
Christopher N. Sylvester, Traffic Division, Traffic Studies
Naa-Atswei Tetteh, Traffic Division, Civil Engineer II (Traffic Studies)
Donald D. Weber, Traffic Division, District Engineer/Assistant Director
Adam Weiser, Traffic Division, Safety Programs Manager

ASSOCIATION OF PEDESTRIAN AND BICYCLE PROFESSIONALS (\$80/year)



The mission of the Association of Pedestrian and Bicycle Professionals (APBP) is to grow the pedestrian and bicycle profession and its influence by facilitating the exchange of professional and technical knowledge, elevating practitioners' skills and defining the field.