

## **Bike Delaware Board Meeting Minutes – Apr. 16, 2014**

The Bike Delaware meeting was called to order at 6:20 by President Drew Knox. In attendance were board members Drew Knox, John Bare, Carol Ireland, Bob Ruddy, Barbara Boyce and Andrew Eliot, and Executive Director James Wilson. The meeting was held at Zaikke's Indian restaurant in downtown Wilmington.

Minutes from the March meeting were approved as submitted.

Bob Ruddy gave the treasurer's report. As of the end of March, the bank balance is \$9,476.63. Bob plans to shift the account within WSFS to eliminate a bank fee. James was informed that he should add \$100 to each month's invoice for his incidental expenses, in addition to the agreed upon fee for service. Bob and Andrew will finalize the update of signatory records with WSFS.

Bob has created a budget that includes the idea of a part-time employee with responsibility for membership and fundraising. He will pass his draft budget on to Andrew, who will finalize a version to present to the board.

Bob also reported on the website update. As background, Frank Warnock's original website can be considered Version 1.0. Drew and his son updated to Version 2.0. Changes made in Sept. 2013, to accommodate CiviCRM (and other changes) was Version 2.5. The move to Version 3.0 has been delayed. Bob mentioned that the web hosting service has deteriorated. Because of this, Bob switched to a new hosting service (HostGator.com), and donated to Bike Delaware the fee for 3 years of web hosting for (\$150). The migration of email, FTP, and DNS will take place in the near future.

The current website needs links to the events calendar and the meeting minutes. Bob will add links to an Events or Calendar page and the About page for these items, respectively.

James Wilson reported on the status of the Walkable Bikeable Delaware Summit. We have expanded space at Biggs, and we will have a tent that will be used for the whole program if the weather permits. DelDOT engineers who attend will receive continuing education credits for their participation. Barb has agreed to help James in connecting with sponsors, to make sure we have the correct logos. Carol volunteered to help with the content for three pages of the Summit program.

James asked other Board members to consider writing posts for the Bike DE website, and putting posts in Facebook, etc. Several posts could relate to the just-released Alliance for Biking and Walking biennial report.

Drew has met with Darryl Flaherty, with the goal of getting a draft of our 501c3 submission ready within the next week.

Drew has developed a proposal for involving bike shops with Bike Delaware. Drew will send the proposal out, and Board members should provide him with feedback. An advertisement on the Bike Delaware website would give the shop(s) a much greater exposure than they might get otherwise.

Carol passed on a request from John McCormick for Bike DE to provide a webpage for the BEST initiative. Board members were very supportive of this, and asked for more specifics.

Carol and John B. shared some feedback on the Heels and Wheels Summit. Dan Burden's talk was the highlight, with his discussion of making cities more people-centric.

The meeting was adjourned at 8:30 pm.