

CHBC Cleveland Heights Bicycle Coalition
MEETING MINUTES – DRAFT

Regular Board Meeting: Tuesday, November 1, 2011
7am – 8am
Phoenix Coffee Shop, Lee Road

Attending: Greta De Meyer, Mary Dunbar, Rob Heinen, Joy Henderson, Sarah O’Keeffe, Debbie Riemann

1. Minutes from Oct. 16th special meeting approved. ACTION POINT: Sarah will send minutes to Greta so that she can post them on the website.
2. Follow-up from No Impact Meeting of Oct. 18th
 - a. Maps – Discussion of how to display map so that it is more visible to the public. Get them into bike shops, city hall and Cleveland Heights Community Center. ACTION POINT: Various members will get maps to following locations: Cleveland Heights and University Heights City Halls - Joy; Zagara’s, Cycle Sport, Cain Park Bikes – Mary; CH-UH Libraries, Whole Foods, Performance - Sarah; Starbucks, Phoenix Coffee Shops, Melt – Rob and Debbie; Cleveland Heights Community Center – Greta
 - b. Communication with city officials – Thank you letter for attending and suggestions from No Impact Week meeting read aloud by Mary (Letter will be sent to Robert Downey, Richard Wong, and Alex Mannarino with cc to Mayor Kelley (see attached copy)
 - c. “No Impact Transportation Discussion Recommendations” - Table discussions – content read aloud (to be sent with communication to city officials)
 - d. Next steps – After discussion on following topics, the present Board members decided to prioritize suggestions (iii).
 - i. Complete Streets Policy – Mary will be able to pursue after a week
 - ii. NOACA training for city officials. Ask NOACA for standard placement of sharrows, other bicycle facilities/ infrastructure. Noticed that sharrows not quite best practice. Debbie – ask for advice from Norman Maier of NOACA on how to proceed.
 - iii. ACTION POINTS: Mary will consolidate suggestions; Debbie will create Doodle-based priority ranking for members and report results back; Joy will write text intro & email to members that includes Doodle link and longer explanation of suggestions.
3. Name Change - Discussion about implications of changing the name: Ex.: create committees for each surrounding community? Contact existing bike groups? Vote to approve name change. Motion by Mary to change name from “Cleveland Heights Bicycle Coalition” to “Heights Bicycle Coalition.” Results: 6 ayes, 0 nays. ACTION POINT: Sarah will confirm that “Heights Bicycle Coalition” is not currently used by any other organization {Confirmed 11/1/2011) and file the

State of Ohio amendment form with name change, revised mission statement and articles (from Oct. 16th special meeting) {Submitting 12/6/2011}.

4. Non-profit Status – 501(c)(3)
 - a. Sarah met with Ian to discuss all forms, etc. on Oct. 21. ACTION POINT: All forms need to be adjusted so that new name is included. Sarah will also slightly edit the supplemental narrative document and send this out to board for comment. A complete hard copy will be assembled during this next month and made ready for board's signature and subsequent filing.
 - b. ACTION POINT: Email to members asking if anyone is interested in being Secretary – send names back and use Doodle to vote. This content will be added to another email to members
5. Bylaws – ACTION POINT: Get final copy from Brandon for filing; post on website? {Sent/Received 11/25/2011}
6. Thank you to Sue Wolpert – thank you letter created by Joy, and note signed
7. Monthly Meetings / Sub-Committees – Discussion about various committees that should be formed going forward and having Board meetings just 6 times a year, with sub-committees doing the 'work' for each area. In particular, an Education committee was discussed
 - a. Bike transportation safety classes in schools – Mary talking to Fiona Kuntz about professional development on bicycle safety for PE teachers by Jim Sheehan; Mary will send out email to everyone about event on Tuesday, Nov 8th, Gearity Gym, Gearity Elementary School, 2323 Wrenford, University Heights. Mary invited Cleveland Heights bicycle policeman Larry Rieck and Nancy Dietrich to attend – discuss bike rodeos. Discussion about potential events' coordination and approach, such as bike license, 'drive your bike.'

Next Regular Board Meeting:
Tuesday, December 6th