



BIG Board of Directors Meeting Agenda

Meeting/Project Name:	February Board of Directors Meeting		
Date of Meeting:	February 11, 2016	Time:	5:15 pm
Meeting Facilitator:	Dusten Winebarger	Location:	Earth Fare

1. Meeting Objective

Strategic conversation with intentional design and good facilitation.

2. Meeting Agenda

Procedural Items	Owner	Time
Call Meeting to Order	Dusten	5:15
Approval of Minutes		
<ol style="list-style-type: none"> John Connor, Immediate Past Chairperson, motioned to approve Jody Dietrich, Director, seconded Minutes approved unanimously		
Treasurer's Report	David	
David Mandel, Treasurer, reported that there has not been much change from last year. \$5,500 dollars moved into a dedicated reserve account for salary as a demonstration of good faith that we have funds available for annual salary for contract. No expenses. Things will start moving again in May once Changing Gears begins again. Total Assets = \$31,000 (\$12,000 more than at the same time last year).		
Updates		
Changing Gears		
Committee Updates		
Budgets		
Review Action Items and Close	Dusten	7:15

3. Pre-work/Preparation (documents/handouts to bring, reading material, etc.)

Description	Prepared by
Minutes from January	August



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Decisions made, actions agreed, responsibilities given, and requested statements.

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1. Meeting Objective			
Strategic conversation with intentional design and good facilitation.			
2. Attendance at Meeting - Names			
Dusten Winebarger, Chairperson	Candace Horvath, Director	Jody Dietrich, Director	David Hampsten, Guest
David Mandel, Treasurer	Bryan Paxton, Director	Elizabeth Paashaus, Director	
John Connor, Immediate Past Chairperson	Alexa Powell, Director	Matte Wolf, Director	
3. Agenda and Notes, Decisions, Issues			
Topic		Decision/Action	
<p>Changing Gears</p> <p>Laura one of Mark's students sent out plan for moving forward with CG:</p> <p>Modified giveaway program skipping winter months. 9:30-3PM (Second Sat.) Max. 3 Clients</p> <p>1st part of session teaching mechanic skills and bike fitting</p> <p>2nd part of session teaching bike riding skills with LCI's</p> <p>Mechanic training so we can scale up from giving away 3 bikes to 5 at some point down the road</p> <p>More deliberate about selecting recipients. Also having added follow-up survey questions. Increased cost per bike with the addition.</p>			



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<p>Committee Updates</p> <p>Fundraising committee- meeting Tuesday Feb 16, Lawndale.</p> <p>April 16th, Pop-A-Wheelie, Movie, & Silent Auction</p> <p>Finance Committee - Set some goals:</p> <p>Combine Changing Gears & Bike Conspiracy Finances</p> <p>Annual Changing Gears Cost: \$1,200 6Months 3Bikes \$50/Each In-Kind Donations</p> <p>Goals for Membership & Fundraising (Flexible) - Project Effectiveness of Programs</p> <p>David Hampsten asked, "Can BIG act as a fiscal sponsor?" If we are able to perhaps we can pursue grant monies from the city or other organizations.</p> <p>NEW Membership Levels Membership Task Force developed NEW membership levels adding value to each membership level. The board asked that we remove the Event Discount on all the levels until we can assess the impact that might have on our bottom line since APR is our premiere fundraiser.</p> <p>Higher cost on all levels to reflect the added value of membership. Board asked that we run a special campaign ahead of the switch to the new rates to allow current members to renew at the current rates (but they will not receive the perks of the new membership program).</p>	<p>NEW Membership Levels were Approved</p>
<p>Budgets</p>	<p>Move Stationery & Stamps from Fundraising to Marketing Budget</p> <p>Approved Preliminary Fundraising Budget - \$250.00 Motion by Jodie, Seconded by Paxton</p> <p>Approved Marketing Budget - \$3,000 Motioned by Alexa, Seconded by Paxton</p> <p>Approved Preliminary Changing Gears Budget - \$2,300</p> <p>Approved Apple Pie Ride Budget - \$1,700</p>



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4. Action Items		
Action	Owner	Due Date
Begin documenting volunteer hours on the BIG website in 2016, including committee meetings and board meetings in volunteer hours	Board	Ongoing
Send pictures of BIG in the community and articles about bicycling to Alexa Powell for the marketing purposes	Board	Ongoing
Consider network and associates for the two open board positions for 2017	Board	Ongoing
Join Aycock Middle School on Thursdays at 4pm for Bikes and Books	Board	Ongoing