

# Bike to the Future Monthly Meeting

August 14, 2012 – 5:35 to 7:20 PM  
Sport for Life Centre, 145 Pacific Ave

## Minutes

### Directors:

**Present:** Tom McMahon (meeting chair), Kevin Miller (notes taker), Chris Chypyha, Charles Feaver, Liz Erickson, Bill Newman, Curt Hull, Dave Elmore, Loren Brault

**Regrets:** Barrett Ens, Mark Cohoe,

**Absent:** Shona Kusyk

### Members

**Present:** Rosanne Ritchot (Office Administrator), Amanda San Filippo (Bicycle Valet Winnipeg), Currie Gillespie (Manitoba Cycling Association), Jason Carter (Manitoba Cycling Association), Guy Madill, Kevin Champagne, Maybe Drouet, Bryan Goods

**Non-Members:** Mike Villeseche, Michael Knight

### 1. Welcome and Introductions

- All attendees introduced themselves.

### 2. Approval of Agenda

- We approved the agenda by consensus.

### 3. Approval of Minutes from the previous Monthly Meeting

- The June Monthly Meeting minutes, which have been posted at <http://biketothefuture.org/about/meetings>, were approved by consensus.

### 4. Sharing

#### a. Good News!

- BttF's Bicycle Counts report ([Commuter Cycling in Winnipeg, 2007 - 2012](#)) produced by Jeremy Hull, received good media attention.
- A national cycling advocacy organization, CanadaBikes, has incorporated as a non-profit. Tom McMahon and Anders Swanson are directors from Manitoba. Bylaws are currently being drafted.
- Currie Gillespie took the initiative to purchase the remaining stock of "1 Metre Please" jerseys from the distributor, who is retiring. Of 141 jerseys, 120 were pre-sold via promotion by the MCA and BttF.

#### b. Emerging Challenges: Rosanne has resigned because she's moving to Marchand Manitoba.

### 5. Monthly Updates

#### a. Finances (Liz & Bill)

- The Financial report is attached. Our balance continues to slowly decrease. Membership revenue has completely dried up. We're almost fully dependent on grants for income.
- The Assiniboine Credit Union will not let us deposit cheques made out to Bicycle Valet Winnipeg until the Board affirms that BVW is the same organization as BttF.

**Motion:** Bike to the Future is entitled to do business under the name Bicycle Valet Winnipeg. Loren.  
Seconded: Liz. Passed unanimously.

#### b. Administration

- Fundraising, Grants and Partnerships (Rosanne)
  - We've now received 2012 Partnership Agreement funding from Mountain Equipment Co-op. No other grants or applications are in progress.
- Membership (Rosanne): There are no new members and we haven't received any donations.

- Communications
  - Website Committee (Tom)
    - A draft of the [new website](#) was released 6 weeks ago. Tom and Bill met with designer David Pensato to discuss it. David will present the new website to BttF immediately following the September Monthly Meeting. Everyone is encouraged to review the website now and send comments to [david@davidpensato.com](mailto:david@davidpensato.com), CC [us](#).
  - Online Profiles (Rosanne)
    - Our followers on Twitter and on Facebook each increased by 10% since June.

**c. Public Advocacy**

- **Province** (Charles)
  - Charles' report is attached.
  - Tom mentioned that he and the WRHA's Dr Lynne Warda had been interviewed by a 3<sup>rd</sup> year Medical student for a project paper about the effects of mandatory helmet legislation. The resulting paper is very well done, but the student won't let us release it, although Tom can (and will) circulate it to the BttF Board.
- **City** (Mark)
  - Mark is on vacation.
  - Tom and Jeremy Hull were interviewed and videotaped by the Free Press for a cycling story that should be published this coming weekend.

**d. Safety and Education** (Dave)

- Dave's report is attached.

**e. Community Bike Events**

- Bike to Work Day 2012's final report has been published. Curt will send it to Kevin for website posting (done).
- Curt and others are considering *Bike to Work Week* in 2013, which might include Bike to School Day and other new events. We had a long discussion with many ideas that Curt noted.
- Ciclovía is on Sunday September 9. Kevin will create an Upcoming Event on our website. It will solicit volunteers to staff our mobile display/trailer (done).

**f. Bicycle Valet Winnipeg** (Amanda)

- Amanda can now update the BVW website.
- Amanda needs volunteers, especially for the MS Bike Tour on September 25. She will send "volunteers needed" text to Kevin so he can include it in a Latest News item and in an Announce newsletter (done).
- Amanda will give a thorough presentation about BVW at our September Monthly Meeting..

**6. Issues**

**a. Rosanne's resignation as Office Administrator**

- Rosanne told us in late June that she is moving to Marchand Manitoba in late August, so she's resigning as Office Administrator as of today (August Monthly Meeting). She is very willing to train her replacement.
- There is a decision to be made about her cell phone. Someone must take over membership admin and monitor our Gmail account ([contact@biketothefuture.org](mailto:contact@biketothefuture.org)) until a new Office Admin is hired. Although a few Board emails have been exchanged, summer holidays have gotten in the way of working on this.
- There was some discussion about the cell phone.
- Tom (Co-Chair), Loren (Co-Chair), Curt (ex Co-Chair who lead the hiring of Rosanne), and Rosanne held a meeting after the Monthly Meeting to move forward on these issues and to plan the hiring of a new Office Administrator.

**7. Other Items**

- None.

**8. Upcoming Dates**

- a. Next meeting: Tuesday, September 11, 2012 at 5:30.

## Provincial Committee report

August 2012

by Charles Feaver

Last June wrapped up with the presentations to the legislature about the bills related to cycling, which all passed un-amended.

Healthy Living Minister Jim Rondeau told us he wanted to explore ideas about what he/we can do to improve cycling conditions in Manitoba. He opened the floor wide open for suggestions, and responded well to a lot of ideas, like:

- Changing the Government's frame of mind regarding cycling
- Explaining to all road users what "share the road" means.
- Setting out an AT policy framework for municipalities to set a standard for what bylaws will be approved.
- Pushing MPI to do a better job of informing road users what to do when they meet a bicycle.
- And more.

The one thing that Rondeau is asking for help on that is getting more kids throughout Manitoba wearing helmets.

The meeting concluded on a very friendly note, with Rondeau suggesting we ask him to set up a meeting to brainstorm on ideas to make biking safer and better in Manitoba, so that more people choose the healthy alternative of biking.

Working with MCA and health officials, we drafted a [letter](#), and are still waiting for a response.

In another venue, we investigated the possibility of becoming interveners at the MPI rate hearing in front of the Public Utility Board, in the similar way that the motorcycle associations do. At this stage, we have decided to file as a presenter, not an intervener.

The PUB released its schedule for the MPI hearing. It lays out who will be interveners and what they will be covering; a number of the interveners are covering MPI safety programs.

The bad news for me is that the hearing starts on September 25, right after I leave for travel out of the country for a month! However, the homework part of the hearing – the exchange of documents – all happens before then, so I can prepare a presentation. I just can't be there to deliver it.

## Safety and Education report

August 2012

by Dave Elmore

### MPI's Cycling Champion courses

MPI has already begun offering courses and has completed at least 2 that we are aware of. We have requested an update on the status but have not received a response.

### Bike Safety Video

No update on the development of the video. The first section which deals with helmets has been completed. MCA is still committed to completing this video.

### CAN-Bike 2 Instructor Course

Canadian Cycling Association has received funding from the Public Health Agency of Canada to complete a series of CAN-Bike 2 instructor level courses in a variety of locations across Canada. Negotiations are still on-going to finalize a contract for Dave to provide this training. 5 of the previous Can-Bike 2 course graduates (from the MPI training program) have indicated interest in taking the instructor course.



**Income Statement - Year to Date - July 2012**  
**Financial Statement**

	Account	DB	CR	Net
<b>Revenue/Partnerships/Grants</b>				
Interest		2.46		\$ 2.46
BTWD		20,000.00	20,000.00	\$ -
MB Public Insurance		10,899.74	9,600.00	\$ 1,299.74
ACU Grant 2012		3,500.00	2,450.00	\$ 1,050.00
Bike Valet		3,000.00		\$ 3,000.00
		37,402.20	32,050.00	\$ 5,352.20
<b>Expenses</b>				
Admin Exp			560.27	\$ 560.27
Part Time Admin			1,333.32	\$ 1,333.32
Part Time Admin - Bonus			540.00	\$ 540.00
BV Expense			1,571.37	\$ 1,571.37
BV Admin			1,624.98	\$ 1,624.98
BV Admin - Bonus			80.00	\$ 80.00
Sponsorship			450.00	\$ 450.00
			6,159.94	\$ 6,159.94
<b>Opening retained earnings</b>				<b>\$ 9,127.83</b>
<b>Net change YTD</b>				<b>\$ (807.74)</b>
<b>Closing retained earnings</b>				<b>\$ 8,320.09</b>
		<b>37,402.20</b>	<b>38,209.94</b>	<b>-807.74</b>

**Note:** As of Apr 1 '09 T-shirts had yet to recover \$497.64 of cost **T-shirt net to date:** \$ -

**Note:** Opening retained earnings includes **\$450** liability for July 25, '08 Scavenger Hunt grant. At the May meeting, it was decided to sponsor the WRENCH Wheely Fun Bike Ride held on June 10, 2012 with the scavenger hunt funds.



**General Ledger**  
Fiscal Year to Date - July 2012

01-Apr-12			Balance Forward						\$	9,127.83
Date written	Bank Date	Acct	Who	Memo	Ck#	CR	DB		Balance	
10-Apr-12	17-Apr-12	Part Time Admin	Rosanne Ritchot	Monthly Payment	120	\$ 333.33			\$ 8,794.50	
17-Apr-12	17-Apr-12	Admin Expenses	Rosanne Ritchot	Companies Office and Interview Exp	120	\$ 60.27			\$ 8,734.23	
10-Apr-12	19-Apr-12	BV Expense	Sandeep Dhariwal	February, March & April equipment storage	121	\$ 60.00			\$ 8,674.23	
10-Apr-12	18-Apr-12	BTWD	Bike to Work Day Wpg	Please see invoice sent to the City	122	\$ 20,000.00			\$ (11,325.77)	
	10-Apr-12	BTWD	Liz Erickson	Deposit cheque received on behalf of BTWD			\$ 20,000.00		\$ 8,674.23	
	30-Apr-12	Interest	ACU	Credit Interest			\$ 0.85		\$ 8,675.08	
08-May-12	19-May-12	Part Time Admin	Rosanne Ritchot	Monthly Payment	123	\$ 333.33			\$ 8,341.75	
08-May-12	16-May-12	BV Expense	Sandeep Dhariwal	February, March & April equipment storage	124	\$ 60.00			\$ 8,281.75	
08-May-12	29-May-12	BV Admin	Amanda San Filippo	Monthly Payment	125	\$ 541.66			\$ 7,740.09	
08-May-12		Sponsorship	WRENCH	Support for Wheely Fun Bike Ride	126	\$ 450.00			\$ 7,290.09	
08-May-12	10-May-12	Admin Expenses	Mark Cohoe	APBP Webinar Registrations	127	\$ 450.00			\$ 6,840.09	
27-May-12	02-Jun-12	Admin Expenses	MB Eco Network	Annual Membership	128	\$ 50.00			\$ 6,790.09	
27-May-12	04-Jul-12	Part Time Admin	Rosanne Ritchot	Monthly Payment	129	\$ 333.33			\$ 6,456.76	
27-May-12	16-Jun-12	BV Admin	Amanda San Filippo	Monthly Payment	130	\$ 541.66			\$ 5,915.10	
27-May-12	05-Jun-12	MB Public Insurance	John Anderson	Skills course participant	131	\$ 100.00			\$ 5,815.10	
27-May-12	10-Jul-12	MB Public Insurance	Currie Gillespie	Skills course participant	132	\$ 100.00			\$ 5,715.10	
27-May-12	05-Jun-12	MB Public Insurance	Paul Sutherland	Skills course participant	133	\$ 100.00			\$ 5,615.10	
27-May-12	14-Jun-12	MB Public Insurance	Mark Cohoe	Skills course participant	134	\$ 100.00			\$ 5,515.10	
27-May-12	06-Jun-12	MB Public Insurance	Pat Krawec	Skills course participant	135	\$ 100.00			\$ 5,415.10	
27-May-12	06-Jun-12	MB Public Insurance	Shoni Litinski	Skills course participant	136	\$ 100.00			\$ 5,315.10	
27-May-12	05-Jun-12	MB Public Insurance	Clint Toews	Skills course participant	137	\$ 100.00			\$ 5,215.10	
27-May-12	28-Jun-12	MB Public Insurance	Neil Sander	Skills course participant	138	\$ 100.00			\$ 5,115.10	
27-May-12	05-Jun-12	MB Public Insurance	Geoff Heath	Skills course participant	139	\$ 100.00			\$ 5,015.10	
27-May-12		MB Public Insurance	Melissa Dupuis	Skills course participant	140	\$ 100.00			\$ 4,915.10	
27-May-12	12-Jun-12	MB Public Insurance	Mario Bento	Skills course participant	141	\$ 100.00			\$ 4,815.10	
27-May-12	11-Jul-12	MB Public Insurance	Dave Dorning	Skills course participant	142	\$ 100.00			\$ 4,715.10	
	31-May-12	Interest	ACU	Credit Interest			\$ 0.27		\$ 4,715.37	
06-Jun-12	22-Jun-12	ACU Grant 2012	David Pensato	Invoiced for Deposit - New web page	143	\$ 1,225.00			\$ 3,490.37	
	20-Jun-12	ACU Grant 2012	Liz Erickson	Deposit - Grant for new web page			\$ 3,500.00		\$ 6,990.37	
	20-Jun-12	MB Public Insurance	Liz Erickson	Deposit - Grant for skills course prep and delivery			\$ 8,139.74		\$ 15,130.11	
25-Jun-12		Sponsorship	WRENCH	Write off cheque that had incorrect year on it	126		\$ 450.00		\$ 15,580.11	
25-Jun-12	13-Jul-12	Sponsorship	WRENCH	Reissue cheque	144	\$ 450.00			\$ 15,130.11	
	30-Jun-12	Interest	ACU	Credit Interest			\$ 0.43		\$ 15,130.54	
13-Jul-12	25-Jul-12	MB Public Insurance	Dave Elmore	Skills course prep and delivery	145	\$ 7,150.00			\$ 7,980.54	
13-Jul-12	20-Jul-12	MB Public Insurance	Curt Hull	Skills course prep and delivery	146	\$ 650.00			\$ 7,330.54	
13-Jul-12	18-Jul-12	MB Public Insurance	Jeremy Hull	Skills course prep and delivery	147	\$ 600.00			\$ 6,730.54	
13-Jul-12		BV Expense	Sandeep Dhariwal	May, June and July storage	148	\$ 120.00			\$ 6,610.54	
13-Jul-12	24-Jul-12	BV Expense	The Co-operators	Insurance	149	\$ 904.15			\$ 5,706.39	
13-Jul-12	24-Jul-12	Part Time Admin	Rosanne Ritchot	Monthly Payment	150	\$ 333.33			\$ 5,373.06	
		Part Time Admin - Bonus	Rosanne Ritchot	10% Bonus		\$ 540.00			\$ 4,833.06	
13-Jul-12	24-Jul-12	BV Admin	Amanda San Filippo	Monthly Payment		\$ 541.66			\$ 4,291.40	
		BV Expense	Amanda San Filippo	Expenses		\$ 427.22			\$ 3,864.18	
		BV Admin - Bonus	Amanda San Filippo	10% Bonus		\$ 80.00			\$ 3,784.18	
	15-Jul-12	Bike Valet	Liz Erickson	Deposit - Downtown Biz - Cycloviva			\$ 3,000.00		\$ 6,784.18	
	15-Jul-12	MB Public Insurance	Liz Erickson	Deposit - Final Pmt - Skills Course			\$ 2,760.00		\$ 9,544.18	
30-Jul-12		ACU Grant 2012	David Pensato	Invoiced for 2nd Installment	152	\$ 1,225.00			\$ 8,319.18	
31-Jul-12		Interest	ACU	Credit Interest			\$ 0.91		\$ 8,320.09	