

Vermont Bicycle & Pedestrian Coalition
Board Meeting 12/09/2004 Minutes Approved as Amended 2/8/05
Vermont Technical College
East Randolph, Vermont 6:30 pm

Attending: Bunky Bernstein (president), Amy Verner, Bruce Bell, Bob Atchinson, Rich Warren, Kathy Davidow (vice president), David Jacobowitz (secretary), Bob McKearin, Danielle Graham, Tom Jones.

Also: Becka Roof, Executive Director

Not present: Alice Charkes (excused), Jamie Hess, Christy Nevius.

Agenda circulated earlier. Meeting called to order shortly after 6:30 pm.

Accept minutes of three previous meetings. Moved, seconded, passed with a few minor corrections.

President's Report: Bunky thanks board for its confidence. We have built coalitions, hired Becka, tripled the membership, converted to quarterly meetings, and have gotten better at budgets. We now need a policy wonk. Apologize for stepping on toes on the way to keeping on agenda at meetings.

Executive Director's Report -- see paper. No oral report; questions only.

New Board Member Elections. Previous voting tabulations reveal three new board members: Danielle Graham, Tom Jones, Alice Charkes. Joe Frank and Stephanie Kaplan have expressed interest. Since we are not full, the nominating committee recommends consideration of these individuals when filling vacancies.

Budget report circulated. We have about \$3600 in the checking account. We are a little under budget both in income and expenditures. We project a bit of a surplus.

--- Election of Officers:

Nominating Committee offers a slate: Kathy Davidow for President, Bob McKearin for Vice President, Bruce Bell for Treasurer, David Jacobowitz for Secretary. Each nomination seconded and accepted. No other nominations. Move the slate. The AYES have it. All elected.

--- New Officers

Kathy Davidow - President
Bob McKearin - Vice President
David Jacobowitz - Secretary
Bruce Bell - Treasurer

The Board presents outgoing president Bunky with a framed certificate of appreciation.

--- Budget

Kathy presiding:

Becka presents proposed budget in three scenarios: A Status Quo (no

change) version, a Maybe column and the Combined budget. Important features include a second staff person, part time, and a potential Share the Road contract. We will know by mid-December. An assistant can handle administrative tasks to free Becca for policy, which she is more suited to.

There is a strong opinion that second staff should be hired whether or not the contract comes through. Set a lofty goal. Tom J. suggests strong fund raising efforts, including membership drives and fundraising events. Committees will take this on.

We discuss the AOT contract, which is \$60K extending until the work is done. Vermont Safe Kids may be expanding, and expenses will increase accordingly.

It may be time to get a bulk mailing permit. Danielle knows about these.

MOTION: That the board approves the "Status Quo" budget, and hiring a second staffer contingent on realization of further funding sources.

Correction: The bottom of the Proposed budget \$14,320 should read \$12,000. Most of the Share the Road expenses (\$24,184) are media buys. Part of the grant is already approved.

Discussion: Estimated salary is \$9200 plus FICA, benefits, etc.
Question called. AYES have it, no nays. PASSED.

--- Board Member Job Description.

Circulated in board packet.

Bunky: MOTION: Accept the Board Member Job Description. Seconded.

Friendly amendments: Change 'Qualifications' to 'Expectations'.
Accepted. Remove paragraph at end starting "I have read..." and the place to sign and date. Accepted. Call the question. AYES have it. PASSED.

This is a set of reminders. What if a board member doesn't meet expectations? The executive committee will suggest any action.

--- Work Plan:

Becca points out that the starred (*) items are priorities. There are other things that MUST be done even though they have no star.

We discuss and ascribe committee assignment for these tasks. Becca has the master list of who is interested in which area. Let's put new board members on committees.

Bob A. will head the Education Committee

Rich and Dave will co-chair the Facilities Committee.

Alice C. is on Share the Road

Tom J. on Events/Publicity

Danielle G. is interested in Government Relations, although she has expertise in nonprofit fundraising, and right now has time for envelope stuffing, tabling, and other tasks that she can bring a baby to. So add Membership/Fundraising Committee.

Big Event that Requires Work: Heart of Vermont Bike Ride and Annual Meeting event. Becca will circulate the committee membership list.

Committee Chairs: Call a meeting of your committee and start on the priority items.

--- ATV policy.

Refer to the Government Relations Committee. Yet we have a substantial discussion.

Bunky MOTION: We support non-motorized use of trails and dirt roads. No second. Motion dies in discussion.

--- Smart Growth Collaborative.

Dave: MOTION: We adopt proposal #2, "The board authorizes the Executive Director to sign onto policies and letters that have a direct bike-ped component, or that adequately represent out interests" Second, Discussion, Call Question. AYES have it PASSED.

--- Quarterly Meetings Set.

Feb. 8, Tues - eve at VTC

Apr. 30, Sat - location TBD (maybe Brattleboro)

July 16, Sat - Charlotte, followed by potluck, swim at Bunky's camp on the lake

Sept. 10, Sat - Annual meeting & Heart of Vermont fundraiser ride

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MOTION to Adjourn. Passed around 9:00 pm.

Respectfully Submitted - Secretary, David Jacobowitz