



BCC AS BIKE COMM MINUTES/ACTION SUMMARY

Associated Students

September 26, 2012

AS Bike Comm/Coastal Fund Office

Minutes/Actions recorded by: Zac Armour

CALL TO ORDER 11:30 by Emily, Chair

A. MEETING BUSINESS

A-1. Roll Call

| Name | Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name) | Name | Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name) |
|-------------------|---|--------------|---|
| Zac Armour | present | Scott Bull | [present |
| Emily Littleworth | present | CSO – Julian | present |
| CSO - Karen | present | Janice Lee | present |

A-2. Acceptance of Excused Absences

none

A-3. Acceptance of Proxies

none

B. PUBLIC FORUM

none

C. REPORTS

C-1. Advisor's Report

Scott Bull:

- Key access forms should be completed
- All officers must complete finance Board workshop
- Attendance at AS orientation is highly encouraged
- Zac attend OrgSync training
- Review Bike Comm policy concerning minimum bike parking requirements per building and other UC policies concerning bike improvements that BIKES helped draft and approve at Campus Planning Committee level
- Make sure to continue to look at campus survey results to follow up on projects that students want, may be projects that have overlooked
- Emily need to attend Senate meeting during Fall quarter to report on projects

- Review bylaws (everyone) to be clear on charge of committee and how organized/ function if any updates needed to discuss with Scott and senate rep to write bill to update
- HSSB
 - Move the 40 peak racks removed from Kerr Hall to HSSB- Don't want to loose the new racks that were purchased 2 years ago

C-2. Executive Officer's Report(s)

Emily Littleworth, Chair:

- New positions to be recruited for
 - Social Media Intern
 - Responsible for social media and website
 - Bike Rack Assessment intern
 - Responsible for rack counts and tagging bikes throughout the year
 - Will use multiple colors to distinguish what bikes have been tagged when
 - Project Manager
 - Still Need to recruit
- Treasurer
 - To update job description to include merchandising record keeping
- Bike tips article
 - Finished writing it
 - Contacted the bottom line
 - Will be in the Nexus October 2 or 11
- Name Change
 - Has been officially approved to AS Bike Committee
 - Cory is now updating the legal code, need to get update from him
- Tabling
 - Emily to set up tabling at week of welcome
 - To table the Ucen the 27th and 28th
 - Pardall Carnival October 6th 12-4, participation

C-3. Group Project/Member Report(s)

Zac Armour, Program Coordinator:

- Contact list
 - Will be constantly updated to include positions and phone numbers
- To send out doodle regarding meetings for fall
- October 2nd meeting to discuss SAASB Intersection
- Kerr Hall finished and opening
 - Racks are in
 - To make press release and send out
 - To set up meeting with Marc Fisher to discuss racks directly South of Ker slated for removal
- Bike Auction

- Include an ad in the Daily Nexus
- Send out campus wide e-mail
- Newsletter to include
 - Bike auction, pumps, and Kerr Hall
- Business Cards
 - To order
 - Include contact info, qr code, get involved, websites
 - Contact Janice for the design
 - Free with vista print
 - No names on cards
- To contact Sandwich board signs vendor to figure out how we are going to secure the signs
- To order new big map from Anacapa signs
 - Get quote
- Signage for illegally parked bikes
 - To discuss further and ideas to CSO
 - CSOs will survey for the next couple weeks to determine what to do

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

None

E. ACCEPTANCE of ACTION SUMMARY/MINUTES

E-1. Approval of our Action Summary/Minutes

none

F. ACTION ITEMS

F-1. Old Business: Items that were continued from some previous meeting date to this date for further discussion, usually after new research/information which was not available at the previous meeting.

none

F-2 New Business

MOTION/SECOND: Littleworth/Armour
 Emily motions to pass \$500 for materials for the Dero Airkit Bracket
 Description: Needed to mount the Air pumps to the bike racks
 ACTION: Vote: 5-0 to APPROVE
 Responsible for Follow-through: Armour

Additional approval required: yes

MOTION/SECOND: Littleworth/Armour

Emily motions to pass \$175 for bug beam headlights

Description: these headlights provide a light that is required on all bicycles, for resale of \$1 to subsidize cost

ACTION: Vote: 5-0 to APPROVE

Responsible for Follow-through: Armour

Additional approval required: yes

MOTION/SECOND: Littleworth/Armour

Emily motions to pass \$200 for AS Bike Comm custom table cloth

Description: AS Bike Comm is in need of a new, professional, and clean table cloth for tabling events. Will get used 10x each quarter and last for years.

ACTION: Vote: 5-0 to APPROVE

Responsible for Follow-through: Armour

Additional approval required: yes

MOTION/SECOND: Littleworth/Armour

Emily motions to pass \$200 for renting tables

Description: This is for \$15 tables that will be rented from furniture services and will be used for the bike auction on September 29th

ACTION: Vote: 5-0 to APPROVE

Responsible for Follow-through: Armour

Additional approval required: yes

MOTION/SECOND: Littleworth/Armour

Emily motions to pass no more than \$30 for meeting refreshments

Description: These refreshments could possibly include subway as well as basic snacks i.e. chips, hummus, etc.

ACTION: Vote: 5-0 to APPROVE

Responsible for Follow-through: Armour

Additional approval required: NO

Advisor Comment: look at Green bill need to follow AS new policies for food, local, sustainable.

G. DISCUSSION ITEMS

Julian – Sandwich boards instructing bikers not to bike where it is not allowed

Staff/Advisor Instruction/Request: Scott requests to discuss with CSO and police. Need to get approval by Chief of police and Rob Crew CSO on design and approval to place on campus.

Responsible for Follow-through: Armour

Julian – Signage instructing bikers not to park where it is not allowed
Staff/Advisor Instruction/Request: Scott requests to hold off and survey where the problem areas are. Issue with sinage on campus cannot place anything anywhere
Responsible for Follow-through: Armour

H. REMARKS

none

ADJOURNMENT

MOTION/SECOND to ADJOURN: Littleworth/Armour

ACTION: Vote: 5-0 to APPROVE.

Vote Taken: 1:30