

COMOX VALLEY CYCLING COALITION - MONTHLY MEETING

25 June, 2024 5:30 pm

Courtenay Public Library

MINUTES

Present: Chris Bowman, Lawrence Vea, Brian Schoneberg, Mike Keohane, Grant Watson, Gregg Strong, Ian Kalina

Regrets: Spencer Cappallo

Guests:

1. Call to Order

2. Additional Agenda Items

3. Approval of Minutes – May 28, 2024

Passed.

4. Business

1. Financial Reports

- Financials update – Ian: had a meeting with Joyce to get up to speed. Recommended job descriptions for key roles. Treasury is transitioning from Quickbooks to spreadsheets.
- Currently have approximately \$16,000 in chequing and \$10,000 in savings accounts.
- Ian is still assessing whether he wants to continue in Treasury role beyond this year. It's a significant investment in learning and organizing. Grant offered to switch board roles with him which Ian accepted.
- Ian reiterated the need for documented Policies and Procedures.
- Insurance – CGL and D&O are being assessed.
- Invoices outstanding for map adverts: a number of payments have come in and Grant will be updating records and sending out reminders.

2. Membership Report

- Update on Membership – Brian: We currently have 199 members, 378 on email list.
- Brian pared the email list down below 500 to avoid paid service from Mail Chimp.
- Gregg suggested a 5 year membership. The pros and cons were discussed which lead into a general discussion about how to attract members. Ride events and valet parking were mentioned as good sign-up opportunities. The mood of the room was that there is little benefit and more administration work so we will not proceed.
- Ian has not seen any email giving him sign-up info for the Coalition Square account. Grant will need this.
- Membership is managed in Mail Chimp, including stats on how members have been engaged.

3. Social Media/Blog/ Website

- Mike is interested in sending out regular posts on changing rules of the road, misconceptions, etc.
- Brian: provide him content, he will post. Like and share.

4. Events/Promotion

- June 9 Lazo Loop Celebration – Lawrence: great turnout, lots of garage 529 shields

- distributed and memberships sold. Lots of positive feedback.
- Bike Rack grant – racks arrived, waiting on invoice. Other items include decals, plywood e-bike bases, food and transport. Received \$9900 (90%) of \$11,000 total grant funds. Mike is looking for ideas on how to spend surplus funds, such as gift cards for volunteers.
- Bike Racks – Music Fest July 12-14, Courtenay Market Days Jul 20, Filberg and Nautical Days Aug 2-5, YANA Aug 18, Rib Fest Aug 23-25, Petit Fondo Sept 15
- Discussed getting a dedicated mobile phone for taking e-payments on site. The general feeling was that it would not be beneficial. The cost would be in the \$700 range.
- Rib Fest will manage their own volunteers with our bike racks (renting for \$200)
- Bike Parking demand is growing and is a great way for us to interface with the public – how can we optimize our return (memberships, donations, engagement, volunteers). An open question.
- Possible Lazo Greenway event when it is complete.
- Mike: should we have a booth/valet parking for Canada Day. Considered too late to organize for this year.
- BCCC hosted an Active Transportation Summit June 18-19.

5. Mapping Project

- Mike has about 350 folded maps plus 100 unfolded wall versions. Grant has about 150. Brian has not done inventory on his supply lately.
- Digital Comments – Chris has a revised spread ready to go to Lester. Grant will review with Chris prior to going out.
- Grant: Elite is billing us for a mistake they made (missing 100 unfolded maps). Decided that we would pay the \$67.

6. Education

- Adult Ed – We have an updated waiver as per insurance (Cycling BC model).
- Ride Right courses on June 8 and 22 were successful.
- SCP set for 3 schools in the fall, the info is on Google Calendar
- Bike Count info collection is continuing this fall. Waiting on SD71 permission to distribute spring results.
- School expansions planned at Aspen (11 rooms, 270 students) and Cumberland (16 rooms, 345 kids).
- Great SCP volunteer wrap up hosted by Lauren. Budget has been increased from \$6000 per year to \$8500 to reflect higher enrolments and costs. We will invoice half in fall and half in spring.

7. Infrastructure

- Submitted comments on 5th St bike lane extension and Diamond Delivery near miss.
- Comments for Headquarters Rd/Vanier Dr bike lanes – Mike will get this done and submit this week.
- Courtenay-Cumberland Connector – out to consultant?
- Moti has offered \$85M for active transportation projects around the province.
- Due this summer – Lazo Greenway, Royston Rd, Cumberland Rd (Fitz to Willemar), Headquarters/Vanier, Lake Trail MUP.
- Gregg proposed a 2 page cycling status report for each school in the district, describing infrastructure, quality/safety of main routes, admin support etc.
- 6th St Bridge – 2025 construction?

8. Other Business

- Discussion on providing gift cards for things like personal vehicle use stipend. Most directors support this idea.

9. Additional Agenda Items

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5. Upcoming Meetings

- Preferred Meeting Dates/Times: Thur, Sep 5 @ 5:30. Will schedule further meetings at that meeting.

6. Round Table

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7. Adjournment

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