



NBP Board Meeting
13 February 2013

Attendance: Justin, Sindu, Melissa, Jaime, Frank, Angela, Rory, Sean

Consultation Guidelines:

- awareness of being able to say things openly, without emotional attachment, etc

Bylaws (Additions):

- explanation of diversity amendment, to be added officially in near future.
- strive for diversity of programming, board members, volunteers, visitors, community, etc

Financial Overview:

- January: \$1042 profit, \$2141 expenses (insurance + utilities for Nov/Dec/Jan)
- change mail from Switch to NBP...get mailbox/key
- balance = \$8424. (Sales will pickup in the spring)
- White Clay Bicycle Club: \$600 donation (\$75 for bike safety banner - Intern)
- bike lights ... to be tested via NBP members/used as giveaways
- reminder: not all events have to be revenue neutral

Programming:

Mech. Classes:

- syllabus exists, rough estimate of time = ~3hrs (tools, anatomy, stand use, wheels, flats)
- Wooden Wheels - extra hands for NBP in winter, and vice versa
- \$800 grant for mech. classes
- next steps: dates/class coordination
- target audience? (NBP volunteers vs. other)
- search emails for mech class interest + FB ads + UDaily ads, etc

Newark Bike Swap (Saturday feb. 23rd)

- registration submitted & table confirmed
- tabling: Frank, Angela, Pat, Melissa
- tabling kit created, to be used for future events (brochures, pins, takeaways, etc)

Kids Bike Swap (Saturday, April 13th...rain date Sunday April 14th)

- preliminary flyer at Trailspinners bike swap on feb.23rd
- Friday April 12th = preregistration 6pm to 8pm (& preregistration online too)
- possible creation of a standardized pricing list
- parking lot...to be made residents only that day (inform neighbors)
- day of event bike drop off ends at 10:30am
- to be made clear: NBP is serving as a marketplace, not as a vendor
- Advertising: (schools, bulletin boards, libraries, WVUD, etc)
- possible fixing of flats (no liability involved)

Open Mic/Art (two Mondays each month + rotating art work)

- lock-up checklist: make sure someone oversees: shop should be left like an open shop night

Internship Update:

- emphasis that it is project based, not time based
- youth programming...create program overview/goals/objectives etc, then work on lessons

UBP 'bike swap':

- confirmed, taking place within the next two weeks

Grand Opening:

- formal introduction to the community + involvement with key community members
- target date? Possibly in May (national bike month, & UD is still in session)
- Jaime/Sean = overseeing event
- Mayor Funk (big NBP supporter)...involve for ribbon cutting / media
- Start e-mail chain
- purpose = not a volunteer appreciation day. It will be more formal

Kids Greenfest (Saturday, April 20th)

- at k-8 NCCL school
- presence of blender bike

Open Shop Key Holders:

- Jaime, Dennis, & Pat
- 1 person to open/close...shows up 15min early
- list mech classes/open shops and assign responsibility of opening/closing
- potential of a second open shop night, to spread out volunteer base & increase availability

Streamlining the volunteer experience:

- create O.S. roles (I.e. downstairs/upstairs deputy, head mechanic, etc)
- orientation, follow up via whiteboard
- create a clear sign in
- deputy = problem-solver:
- deputy has task list & guides volunteers
- volunteers go to deputy for duties (I.e. shadowing, stripping, etc)

Keep community board updated...if you're involved with an event post about it!

Board elections: May 21st (req's 3mos. advance notice), nominations 1month before (Justin: in charge of voting)

UD Resident Life involvement:

- Sean: waiting to hear back on orientation

Refurbished Bike Insurance:

- 3rd party donations, receipt for tax purposes, and information in system
- (\$200/yr) program via League of AmericanBicyclists (for refurbished bikes,not repaired bikes)
- UBP has this + there are additional L.o.A.B. membership benefits
- to-do: ask UBP (Justin) about insurance issues
- possibility of \$500 directors/officers coverage
- NBP already has general liability coverage

E-mails:

-It's an issue & a solution is needed for how to manage them

Mission Statement issues, etc:

-Newark has a bronze standard ... doesn't deserve it (unsafe turn, unsafe rd conditions, etc)

-NBP fills a gap in community needs (I.e. we shouldn't undermine needs of other things..wooden wheels, bikeDE, etc)

-have an NBP representative/liaison at wilmpaco

-consensus that NBP is increasing in growth, and we should allow people to run their own things and report back at board meetings

-contact Alex F (UD undergrad who is involved with advertising on campus)