



Board Meeting Notes

November 3, 2015

Attendees: Tom Costello, Heather Dunigan, Jamie Magee, Ricky Nietubicz, Jamie Orlando, Tom Price, Steve Reynolds, Bob Rollings, Erica Meier

- **Customer Issues**

- Injured customer who was seeking reimbursement of medical bills after wheel fell off of bicycle. Board has returned the bike to NBP. Inspection of the bike indicates that the bike is functional.
- Customer was given refund. After meeting with customer, it was determined that the quick-release on the front wheel was not properly closed by customer.
- Board discussed whether all quick-release wheels should be converted to avoid future problems. It was noted that some customers might prefer quick-release.
- Bikes without "lawyer lips" will be converted.
- Board discussed the need to better educate customers who purchase bicycles with quick-release wheels. Heather will prepare a tag to be attached to all quick-release wheels, educating customers of the danger of improper closure. Staff will perform a demo for all customers purchasing bikes with quick release.

- **Pedestrian/Bicycle Safety**

- The Board discussed the recent, and unfortunate, bicycle/pedestrian crash that left the pedestrian seriously injured.
- Jamie M. informed the group that the University will be starting a pedestrian/bicycle safety committee.
- Possible strategies for improved safety might include:
 - a light, bell and helmet giveaway
 - program during new student orientation
 - safety quiz on safety when using the bikeshare app

- **Bikeshare Program**

- University of Delaware has announced that a bikeshare program will be starting in the spring.
- NBP has been recommended by the University as the preferred mechanic vendor.
- Need to investigate if there are liability issues with being the mechanic.
- Will need vehicle to transfer bikes, or this will need to be done by some other organization.

- **Youth Empowerment Program**

- NBP is still seeking applications for position of Youth Empowerment Program Director. Director should be hired during the winter so that they may begin recruiting youth for the spring session.
- Tom P. suggested contacting the Association of Youth Directors for area churches to advertise position.
- Ricky suggested using a promoted facebook post.

- The group decided that it may be appropriate to merge position into the duties of an Executive Director.
- Board members should review the list of contacts but together by Justin and begin reaching out.

- **Bike Donations**
 - The Board discussed past donation campaigns that were effective. These included:
 - City of Newark Bike Drive.
 - Program organized by local church.

- **Youth Bike Giveaway**
 - NBP will be doing another holiday kids bike giveaway to youth from low income families.
 - Bicycles that need repairs should be prepped now.

- **Shop**
 - Erica recommended that test rides be done by a mechanic and by the customer prior to sale.
 - NBP is still waiting for bathroom plans from the landlord. We will need to further investigate if both stalls will need to be ADA accessible.
 - Better storage options were discussed, including helmet storage.

- **Events**
 - Jamie O. and Erica will work on scheduling some additional events.
 - This spring, NBP will be part of a Community Wellness Loop being organized throughout downtown Newark.

- **Meeting Schedule**
 - Regular Monthly Board Meetings to be held the first Tuesday at 7 p.m. The next regular meeting is scheduled for December 1.