

**Welcome** Angelo Coletta called the meeting to order at the Bike Kitchen at 6:30 p.m. with 12 members present. Board Members: Tom Bennett, Tom Bilcze, Angelo Coletta, Pat Smith, Andy Davis (Executive Director); Absent: Craig Daugherty, Ric Pless -- 7 Summit Cycling Center Members

**Old Business** **Executive Director Report:**

1. **Grants:** Andy reported that we recently received an unrestricted grant for \$10,000 from the LeBron James Foundation. Work continues on a GAR Foundation grant to continue the *How We Roll* program. He is in discussions with the John S. Knight Foundation for a grant to start and operate a bicycle rental program in the central city area. Details are still being worked out. No formal application has been submitted.
2. **Ice Cream Tricycle:** Summit Cycling Center used \$500 in grant funds to purchase an ice cream tricycle from a Detroit bicycle cooperative. This cart offers many possibilities for the cooperative.
3. **Velos International:** Work continues on outfitting bikes for refugees in the North Hill neighborhood. Two bikes have been delivered with additional bike builds in progress. The bikes are outfitted for commuting to work and shopping. Andy asked for input on naming this effort. Akron Bicycle Connection has been suggested but is too close to Akron Bicycle Club and may cause confusion.
4. **Lock 3 Concessions:** The concessions area had a theft on Wednesday night. Items were disturbed and left out in the kitchen when it was unsecured for the Bike Kitchen. Lock 3 and Summit Cycling Center will look into changing security to limit access to the area in the future.

**Secretary Report:** Tom Bilcze reviewed minutes of the March 19, 2015 member meeting.

**Treasurer Report:** Angelo Coletta gave a report on the financials through March 2015. Account balances as of 03/31/2015 are approximately \$400 in credit union checking, \$10,000 in credit union savings and \$200 in Charter 1 checking.

**Motion 2015-04-001:** Andy Davis motioned that all board reports be accepted as presented. Bob Scherer seconded the motion. No discussion. Motioned accepted by unanimous voice vote.

**New Business** 1. **Operations Manager:** Andy Davis presented the case to hire an Operations Manager to manage the day-to-day operations of the Bike Kitchen. The success of growing the co-op's programs and implementing grants requires a dedicated resource.

**Motion 2015-04-002:** Andy Davis motioned that Tom Bennett be hired as the Summit Cycling Center Operations Manager with an hourly rate of \$25/hour for a maximum of \$4,000 to be taken from John S Knight Foundation grant monies. The duties of this position are to facilitate and run the daily operations of Summit Cycling Center. This position will allow us to grow the operations and increase sales. Pat Smith seconded the motion.

**Discussion:**

- *Have other parties been considered for this position?* No. Tom Bennett's skills and

commitment to Summit Cycling Center are in line with responsibilities outlined.

- *What type of time commitment?* 10 hours/week for 16 weeks.
- *Will this position be an employee or contractor?* Employee
- *Will taxes and other employer expenses be in addition to the \$25/hour?* No – The \$25/hour will be inclusive of all taxes and employer expenses.
- *What happens after the 16 weeks?* Position will be evaluated at 16 weeks. It may be extended in the event we have sufficient funds or new grant monies become available.
- *Could this person run the bike share program?* Yes, that is a possibility.
- *What hours will he work?* He will try to have a presence from Monday- Saturday.
- *Is there a job description?* Yes. It was previously drafted by the Summit Cycling Center Board. Andy Davis will write a contract.

**Voice vote: Passed.**

2. **Swap Meet:** Plans have been finalized for the Rubber City Swap Meet.
  - Matt Barry is bringing his collection of classic rubber company bikes.
  - Stray dog will sell hot dogs and other food items.
  - Mini-seminars are set with Tom Bennett and Tom Bilcze handling them.
  - Volunteers are needed in the early morning and late afternoon to move bikes from the Bike Kitchen to the Lock 3 event space.
  - Slow cycle: We need to tape lanes so that we can have heats.
  - Bike rides are being handled by Akron Bicycle Club and the Spinoffs.
3. **Membership:** The board is recommending that Summit Cycling Center revert annual membership to a one year term from date of issue.

**Motion 2015-04-003:** Andy Davis motioned to return the Summit Cycling Center membership to a one year term effective from the date of issue. The annual fee would remain \$36 payable either in cash or earned credits at the rate of \$9/hour (4 hours). Bob Scherer seconded the motion.

**Discussion:**

- Current prorating of membership fees adversely affects the cash flow of Summit Cycling Center.
- An annual rolling membership structure allows for a more consistent flow of revenue.
- Allowing members to pay through credits allows those with limited cash to be a member.

**Voice vote: Passed.**

4. **Accessible Biking:** Tom Bennett showed a wheelchair bike that is on loan from the Summit County Developmental Disabilities Board. This could be a possible future program and grant initiative.
5. **Open Streets and Build a Better Block:** May 15-17 in North Hill on Main Street on the block below Cuyahoga Falls Blvd. Summit Cycling Center will operate a pop-up bike shop

on Friday from 4 p.m. -10 p.m. Saturday and Sunday from 10 a.m. – 3 p.m. Summit Cycling Center will sell bikes and other items, offer a bicycle repair station and serve coffee. Volunteers are needed the week before for clean-up and store set-up.

**Open Streets** is being held on the Sunday of the event. Main Street from Bartges Street to Cuyahoga Falls Blvd will be the location. Summit Cycling Center will work with other cycling organizations to provide organized rides during the event.

6. **National Bike Month:** May is national bike month. Andy Davis would like to host a party at the Bike Kitchen.

**Motion 2015-04-004:** Bob Scherer motioned that Summit Cycling Center allow Andy Davis to host a national bike month kick-off party on Friday May 1 from 3:30 p.m. – 7:00 p.m. at the Bike Kitchen. Andy will provide food and beverage with no expense to Summit Cycling Center. Pat Smith seconded the motion. No discussion. Motion passed unanimously by voice vote.

6. **Earth Day Bike Ride:** Andy Davis reminded the members that there will be a bike ride on Earth Day from Highland Square to Mustill Store where there will be entertainment and activities on April 25. Summit Cycling Center has been asked to provide a bike corral service to secure and watch bikes while cyclists attend the festivities. Volunteers are needed to staff this service.
7. **Non-profit accountant:** Andy Davis has been in contact with an accountant to setup and manage our books. This person has a background in non-profits and is interested in helping the co-operative. Andy will work with her in the near future.
8. **Women's Night:** Pam Burlingame, Jane Wolfe and Pat Smith announced the initial women's night at the Bike Kitchen. These rides are scheduled the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month at 6:30 p.m. They will have a min-training session and open house followed by a bike ride. Tom Bennett will teach the first session on May 12. They will be posting the ride on Facebook and work with partner bike clubs on publicity and reaching out to female cyclists.
9. **Donation of Bike:** Tom Bennett received a request from Goodwill Industries for a donation of a bike for a client.

**Motion 2015-04-005:** Pat Smith motioned that Summit Cycling Center donate a bike to Goodwill Industries for one of their clients in need of transportation to/from work. Bob Scherer seconded the motion. No discussion. Motion passed unanimously by voice vote.

10. **Akron bike party:** Andy Davis asked that the Bike Kitchen be open on Friday April 17 from 6:30 p.m. – 8:00 p.m. for Bike Party cyclists to put air in tires and make minor bike adjustments. Liam will be responsible for the opening and closing of the Bike Kitchen.
11. **Flair Fest:** Andy Davis reminded members that Summit Cycling Center will be hosting a Pride Ride as part of Flair Fest on Saturday August 15. Committee members and

volunteers are needed to assist with this event.

**12. Member Voices Time:** Members share what's on their mind about Summit Cycling Center and the Bike Kitchen.

- More advance notice of meetings; at least 1 week in advance.
- Post meeting notices and schedule on the Bike Kitchen bulletin board
- Post women's rides on the website, calendar and on the bulletin board.
- More days and hours for the Bike Kitchen, especially evenings.
- Host a movie night. Tom Bennett will look at projection options and screen.
- Improve food and drink options at the Bike Kitchen.

**Adjournment**     **Motion 2015-04-006:** Angelo Coletta motioned to adjourn the meeting. Bob Scherer seconded the motion. No discussion. Motioned accepted by unanimous voice vote. Meeting adjourned at 8:00 p.m.

**Upcoming Meetings**     **General Membership Meeting:** Thursday May April 21 6:30 p.m. at the Bike Kitchen  
**Board Meeting:** Friday May 1, 11:30 a.m. @ The Bike Kitchen

Respectfully submitted,  
Tom Bilcze, Secretary  
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