

Vermont Bicycle & Pedestrian Coalition  
May 2<sup>nd</sup>, 2001 Board Meeting  
Chequers, Richmond, Vermont

Present: Richard Bernstein <rbernste@zoo.uvm.edu>, Dale Critchlow <critchlo@emba.uvm.edu>, Rick Good <rick.good@shiesl.com>, Dave Jacobowitz <david.jacobowitz@uvm.edu>, Jan McCleery <mcclery@norwich.edu>, George Plumb <plumb@together.net>.

Guests: Connie Livingston <connie.livingston@dpw.ci.burlington.vt.us>, Jon Kaplan <jon.kaplan@state.vt.us>, Chapin Spence <chapin@together.net>, Tom Yennerell <escapert@vermontel.com>

Meeting called to order by Richard at 6:04 PM.

Minutes: Motion to approve last meetings minutes with correction that Dave and Bunky will prepare a letter of support to the Vermont Driver's Manual, rather than Dave and Dale. Minutes approved with changes.

Review of agenda – no changes.

President's Report:

Bunky is working on a grant application to the Governor's Highway Safety Program.

Executive Director's Report:

George mentioned that that there are some good articles in the Maine Cyclist newsletter.

He is not sure why we were turned down for the Freeman Grant. Bunky will try to find out why we were turned down.

Secretary's Report:

We got mail from VANPO. VANPO has some upcoming programs we might wish to have someone attend.

Vermont Bicycle and Pedestrian Coalition was in the April 26<sup>th</sup>, 2001 issue of the Addison Independent newspaper as a sponsor of the May 4<sup>th</sup> Bike Celebration Day at Middlebury College.

Treasurer's Report:

We have \$1,092.00 in the bank.

## Share the Road Brochure Report

George suggested that we determine if we need to put more brochures in the bike shops or other places. Dale will check.

## VBPC Website

A beta web site has gone through further development and is at:

<http://balzac.uvm.edu/cs148/sp01/rgood/assignment4/final/>

The changes include a membership list that, at the moment, is available to everyone.

A motion was made by Rick and seconded by Dave to use AIT (Advanced Internet Technologies, Inc.) as our internet ISP. It was decided to table the motion in order to determine whether we can obtain an ISP for less money.

## VTrans Bicycle and Pedestrian Coordinator's Report:

Jon stated that there will be a new Vermont Driver's manual in the late fall. It will contain much more bicycle information.

There will be \$7 million in bicycle/pedestrian projects approved in the state by early August, although funding is at \$2 million per year.

VTrans is in the discussion stage of putting together a Vermont Bike Map. If it is decided to complete the map it will contain information on which roads are suitable for bicyclist in several areas, i.e. surface, # of cars, shoulder width.

The state is looking into painting Green Bike Lanes in Burlington.

A recommendation on the Lamoille Valley Rail Trail should be ready by the end of this month.

Jon has also been doing a lot of Bike Rodeos for children recently.

## Local Motion Report

Chapin stated that Local Motion could offer VBPC office space in Burlington. The office space would be on the Burlington Path at the western terminus of the Cross Vermont Trail.

## Vermont Mountain Bike Association Report

Rick moved and Dave seconded to accept the Proposed Vermont Mountain Bicycle Advocates/Vermont Bicycle and Pedestrian Coalition Collaboration (following this report). Motion was accepted with the provision that a termination clause be included.

Tom Yennerell, unpaid temporary executive director of the Vermont Mountain Bike Association will take this information to the VMBA board tomorrow.

### Work Plan Report

Dave moved and Jan seconded to accept the VBPC 2001 Work Plan. Motion was accepted with minor changes. (The revised Work Plan is also attached.)

### Burlington Bike Coordinator Report

Connie told us of some of the plans for Burlington in the coming months. She passed out a calendar of events for May in Burlington.

### New Business

Dave stated that the PSA will be showing on WVNY for the next 6 weeks. He did not know the times it would be shown.

Vermont Safe Kids will be in the University Mall on Saturday, June 9<sup>th</sup> for the University Mall Health Fair, Bike Rodeo, and Child Passenger Safety Inspection. They need volunteers and Dave suggested we agree to help, contact Michele Boyd at: <michele.boyd@hitchcock.org>.

Dave also wanted to have a link from the Vermont Governor's Council On Physical Fitness & Sports to VPBC web site and vice versa.

Rick reminded everyone about the Bike Celebration Day in Middlebury on May 4<sup>th</sup>.

Rick also requested that someone write a letter to the Addison County TAC and the Chittenton County MPO stating the VBPC support for inclusion in the 2002 Workplans a scoping study for a possible multi-modal path along the commuter trail tracks from Burlington to Middlebury. Jan agreed to write the letter and George will sign it.

George stated that the bills for Jeff for the March Summit were \$355.62. It was suggested that an additional \$200 honorarium should be added. Motion made, seconded, and passed to submit to the GCPFS a request to send Jeff a check for \$555.62.

### Next Meeting

The next meeting will be on Wednesday, June 6<sup>th</sup> at 6:00 PM. It will again be at Chequers in Richmond.

Meeting Adjourned at 8:20 PM.

Respectfully Submitted, Rick

Proposed Vermont Mountain Bicycle Advocates/Vermont Bicycle and Pedestrian Coalition  
Collaboration  
Draft of April 25, 2001

### Background

The Vermont Bicycle and Pedestrian Coalition (hereinafter referred to as VBPC) was formed in 1993 and the Vermont Mountain Bicycle Advocates (hereinafter referred to as VMBA) was formed in 1997. Since forming, although each organization grown and accomplished much, they remain relatively small compared to many state organizations. Their membership ranges from about 70 paid members for VBPC to 200 paid members for VMBA. They both remain entirely volunteer organizations. They each have an unpaid executive director. The operating budgets of both organizations (excluding grants for specific projects) for each organization is under \$3,000. Both organizations want to grow and are at the point where they want to hire a paid executive director who would be either part time or full time. Both lack the resources to be able to employ such a person. Both organizations serve some of the same people and have some of the same issues. In a small state like Vermont these organizations could and likely would end up competing with each other for limited resources.

### Proposal

It is proposed that VBPC and VMBA combine resources to employ a paid executive director. Collaborating in such an effort would result in strengthening each organization and result in efficiencies of service.

### Guidelines

In collaborating to employ an executive director it is agreed that the following guidelines or principles apply:

1. Each organization will otherwise remain distinct and will retain its own board of directors.
2. Each organization will contribute equally to sharing the expenses of employing an executive director and sharing office expenses for an initial period of one year. This arrangement may be renewed on an annual basis and the sharing negotiated according to the resources and needs of each organization. A separate checking account will be established for employment of the Executive Director.
3. A "Joint Management Committee" will be established with an equal number of representatives from each organization. This committee will be responsible for hiring and evaluating the executive director.
4. The work that the executive director does for each organization will be supervised by the President of the organization.
5. The Executive Director will be a "contractual employee" until such time as another arrangement is made.

### Initiating This Collaboration

This proposal will be implemented after approval of the Board of Directors of each organization and only when enough money is obtained to pay the first six months of employing such a person.

It is estimated that a total of \$13,500 is needed to begin for contract salary. One of the first functions of the Executive Director will be to raise funds for continued payment.

The current volunteer executive directors and boards will combine their efforts in securing funding for the executive director.

The executive director will work out of his or her home until such time as enough funds are obtained to move to an office.

#### Time Frame

It is recommended that the respective boards approve this plan by June 15<sup>th</sup> and that the goal of contracting with someone be November 1<sup>st</sup>.

## Work Plan 2001

The following is our Work Plan for 2001:

1. Create five standing committees:

- Public Relations—create more awareness of VBPC including a newsletter and web site
- Legislative Action—develop and advocate a pro-active legislative platform
- Special Events—hold at least one fun type “Special Event” each year
- Membership—increase VBPC membership
- Education—work to educate the public in general and bicycle activities in particular on improving the safety and access for bicycling and walking

2. Host and plan one “Educational Event” per quarter. These events will be open to the public. The topics might include:

- A seminar on How to Create a Bicycle or Pedestrian Enhancement Project. This will include a talk by a manager of a project recently completed and a talk by Amy or Jon in VTrans to inform people of all the steps they must be complete to bring a project from conception to completion.
- Invite all the clubs in Vermont to share what they’re doing and include a talk by an expert on “Increasing Membership”. We might use the occasion to introduce our Web Site statewide calendar.
- A seminar on Bike and Pedestrian Safety with officials from VTrans and the Dept. of Public Safety. We could discuss them on the VT. Drivers Manual, find out how we can identify and work to correct road hazards, and we could introduce a web site section on the “Top 10 Vermont Road Hazards” as well as a Hazard Identification site.
- A seminar and bike ride for legislators, public invited.

3. Every board member contact 1 or 2 partnering organizations to see what support we might get. For instance, talking with the VT Chamber of Commerce for funding of a study of the economic benefits of Cycling in Vermont.

4. Work toward hiring of a permanent (either part-time or full-time) paid, executive director, perhaps in collaboration with another organization.