

Bike Saviours December Community Meeting  
12/3/2017

Individuals Present

Patrick (board)  
Jonathan (board)  
Josh (board)  
Alex (board)  
Lori (board)  
Christian  
Mike  
Jim  
James  
Frank  
Nicole

Individuals Absent

Brandon(board)-sick

**Introductions**

**Holiday Closure**

Patrick proposed that Bike Saviours close from December 24th to January 1st inclusive.  
Board Agreed

**Used Parts Pricing**

At the last meeting a possible increase in used parts pricing was proposed in order to increase shop revenues while still staying comparative to other bike co-ops and meeting the needs of our patrons.

Patrick will look into what other co-ops are charging for their parts and bring his findings to the next meeting.

**Website**

Patrick will reach out to our volunteers to see if there is someone who would be willing to redesign our website.

James asked about our website security and suggested that we get our site SSL encrypted to protect it from being hacked.

**Budget**

Alex and Jonathan volunteered to take a cursory look at the numbers and come up with a rough budget outline. They will meet on Monday, December 4th.

James suggested contacting an organization named SCORE ([greaterphoenix.score.org](http://greaterphoenix.score.org)) that is comprised of retired accountants who often do pro bono work.

Alex displayed disagreement and concern with the board approving the raise and that certain board members voted despite a conflict of interest. He acknowledged not being present at the November meeting.

Mike said that he would get into contact with those at the WP Carey school to see if

someone there would be willing to offer financial assistance.

Alex proposed that the board come to the next meeting with ideas for what we want for our future financial goals.

### **Board Roles and Responsibilities**

Nicole noted that the old board (circa writing of the bylaws) had rotating roles where each month someone had a different responsibility. It was decided by the current board that steady responsibilities were preferred.

Board roles were determined as follows:

Lori-Admin in charge of Facebook events for community meetings, Basecamp agenda items, note-taking at meetings.

Jonathan-Finances in charge of organizing budget and working with the accountant that we choose.

Alex-Facilitation of meetings.

Josh announced that he was resigning from the board.

### **Volunteer Appreciation**

Nicole asked for our distinction between cash tips, card tips, and donations in relation to volunteer appreciation. It was discussed to use all tips for volunteer appreciation and keep the donations for shop expenses.

Alex proposed moving some of Nicole's roles to the board to allow Nicole to return to her primary mission of being the volunteer coordinator.

### **Alternate Schedule**

After the last meeting Brandon and Patrick moved to an alternate schedule where they adjusted their hours to 4 9-hour workdays and take alternate Sundays and Thursdays off (ex Brandon had Sunday off this week so Patrick will have Thursday off).

Nicole and Alex both expressed concern that the days off correlate with the busiest days in the shop and therefore they have had to close stands. Alex expressed that he would rather have Brandon take off a less busy day so that the lead mechanic is always present during busy days. It was noted that there is no way to predict which days will be less busy in a given week.

Concern was also expressed that all employees were being stretched too thin due to low volunteer numbers as well as a lack of highly experienced volunteers. It was proposed to have highly experienced volunteers train less experienced volunteers with an ultimate goal of having better trained volunteers. The method of training would be determined at a later date.

### **Agenda Items for Next Meeting**

Volunteer Appreciation

Volunteers

Staffing Issues