

May Community Meeting Minutes

Present: Jim, Patrick, Jonathan, Brandon, Scott, Nicole, Alex, Lori, Isaiah, Mark, Mike, Ben

Old Business (April community meeting minutes)

- Update on Shower Assistance program.
 - No updates.
- Update on laminated instructional sheets.
 - Done.
 - Translating to Spanish.
 - Adding some additional sheets, on Basecamp.
- Vote for approval of rewrite of the BS Handbook.
 - Brandon motions,
 - Jim table til next month

New Business

- (Staff) Bike shop status report.
 - Slowish month but good sales.
 - Cleaner than ever.
 - Express bike stand working well.
- (Jim) Vote for approval of Bylaws document updates.
 - Board will read bylaws and e-mail vote.
- (Mike) Update of tri-fold brochure.
 - Still need to add bleed for color brochure.
 - Approve Printer Specialist
- (Jim) Update on accounting situation.
 - Jim is doing one shift a week working on the books.
- (Patrick/Mike) Tour de Fat
 - Keeping Cyclovia
 - Need lots of people for set up, running, and tear down.
 - Mike taking on social media.
 - Nicole: Who needs to take leads. Getting a new banner for BS.
- (Rosie Martinez from MKTG) Group volunteer opportunities
 - Bringing in a crew to help with various projects such as deep cleaning the shop or helping to clean up after TdF.
 - Will share list of previous projects.
 - Nothing desired in return.
 - Alex and Mike concern about genuity.
 - Table until next meeting. Agreed.
- (Nicole) Work trade, Build-a-Bike new parts, and other discount (e.g. gift cards) documentation and accounting procedures.
 - Documenting work-trade purchase through register
 - Makes it difficult to split transactions in Square
 - Start tracking new parts from BABs too.

- Alex motions to approve tracking new BAB parts and Work-Trade tracking, Brandon seconds. Approved.
- Open forum.
 - QBP allows volunteer ordering.
 - Cleaning up new workbench top.
 - Jim moves to
- For next meeting: new banner