**Agenda for Siskiyou Velo BOD Meeting 3/9/16**

Wednesday, March 9, 6:30 pm

Frau Kemmling Schoolhaus Brewhaus

525 Bigham Knoll Dr, Jacksonville, OR 97530

Review of minutes from 2/17/16 BOD meeting-Harlan

Treasurer Report-Viki

Proposed change to Administrative Document-Donald

111-Ad-Hoc Committees

Delete present verbiage and replace with

“ The Board of Directors has the authority to appoint ad hoc committees as needed.’

Discussion of Membership meetings-primarily social?-Donald

Discussion of Ride Chair- On going review of Administrative Document-Dennis

Update of EPCC and Up and Down Ride-Donald and see message from ML of 2/25/16

Update of Grape Festival Ride-Gary

Chair Reports

Siskiyou Velo Board Meeting Minutes

February 17, 2016

Frau Kemmling Schoolhaus Brewhouse, Jacksonville

Present: Matt Walker, Don Coker, Gary Shaff, Harlan Bittner, Tom Ryan

Absent: Viki Brown, Dennis Cramer, Edgar Hee

AGENDA

1. Review and approval of November 2015 meeting minutes
2. Review and approval of Club comments on draft [ODOT Bicycle and Pedestrian Plan](http://www.oregon.gov/ODOT/TD/TP/BikePed/DraftPlan_PublicReview.pdf)
3. Proposed changes to Bylaws
4. Changes to Club Web Page
	1. Definition of speed groups
	2. Take off old definitions-since they don’t seemed to be used.
	3. Take off MLC?
	4. Put on UpandDown ride
	5. Put Triple Peaks Challenge into one of the featured rides?
5. Review and approval of 2016 Club Administrative Document
6. Review and approval of 2016 Club Social Events
7. Review and approval of 2016 Club-sponsored education and training program
8. Update of 2016 Budget to reflect planned Club sponsored Rides
9. EPCC and UPANDOVER Updates
10. Status of Annual Meeting. Should it be continued?
11. Future Meeting Topics

Call to Order: 6:34 PM

1. Review of November 2015 minutes.

Minutes accepted except #7, Don will revise bylaws and redistribute.

2. Review of Club’s comment on OBPP (Gary Shaff)

Motion to accept and send the memo about OBPP to Oregon Transportation Commission with the following change: The bike lanes on Fern Valley Interchange will be acknowledged in the memo (Gary Shaff will modify)

Motion seconded and passed.

3. Modifications to By Laws as follows:

Article 4—Meetings

Section III--sentence 3. We need to eliminate reference to Annual Meetings purpose to elect a BOD. A motion was made to that effect and it passed. The revised section will now read: "Meeting of the Club Membership for the purpose of conducting business determined by a majority vote of the Board of Directors.”

Article 5--Board of Directors and Officers

Section I sentence 2. Delete reference to board of director members elected at the annual meeting. A motion was made to this effect and it passed. The sentence will now read " 2. The Board of Directors shall elect a President...........election.”

Section II—should terms of office end when the new board has its first meeting or when it is elected? This was discussed but no motion was made.

Section IV--Annual BOD Election*.* To accommodate electronic ballots,a motion was made and passed to replace the text of section IV with the following:

1.The Election of a Board of Directors for the following year will occur in December of each year by electronic ballot only.

2. The ballot will be available for 10 days.

3. The ballot will contain the proposed new BOD members as determined by the present BOD.

4. The balloting process will provide a mechanism for additional nominees, i.e. “write-in candidates,” which would be in addition to candidates proposed by the present BOD.

5. All nominations will be limited to current club members willing to serve on the board, if elected.

6. The results of the electronic ballot will be announced at the annual meeting (if available). The results will also be published in the club newsletter and website

4. Review of Administrative Document

1. I. Program Chairs and their Committees: delete “their”
2. II. Program Chairs, #1--Fundraising—add the word “Chair” to read “Fundraising Chair”
3. II. Program Chairs, #2. Ride Program Chair—defer discussion until Dennis is available
4. II. Program Chairs, #4. Communication Chair—Policies, sentence #5—defer discussion to next meeting
5. II. Program Chairs, #6. Fellowship and Events Program Chair—Policies #1—remove “electing a BOD and”; remove “other”; add “as” before “determined by…”
6. Section III. Ad Hoc Committees—table discussion until Don can review, but consider deleting #1 and replace with “BOD has the authority to appoint ad hoc committees as necessary.”
7. Section IV. Membership Dues and Fees. Revise to $20.00. Change commas to semicolons as needed.

5. Southern Oregon Grape Ride (June 4, 2016)

Discussion: Club would need to have insurance, thus Club would need to charge a fee. Cost of insurance per Gary roughly $300. Plan is for Rogue Valley Race Group to manage registration (they would collect fee and would have to reimburse Velo Club for our costs). Velo club would manage day-of registration. Per Gary, Chad Whittaker said that Velo Club members could ride for free. Shirts would be Rogue Valley Race Group’s responsibility.

Board Action: Don and Gary will be responsible for shepherding this through. Motion: Club support joint venture with Rogue Valley Race Group to help support the Talent Grape Festival Ride on June 4, 2016. Motion passed 3 to 2.

6. EPCC and UP AND OVER Updates—(Don)

Viki to ensure Eagle Point list SV Club as “additionally insured.” Need EP to provide documentation of insurance and SV Club provide document to our insurer. Motion: To require as part of Club’s participation in any ride event that Club be listed as additionally named insured and that Club’s insurer have an opportunity to review liability waiver for adequacy. Seconded and passed 5 to 0.

UP AND OVER ride: Nice pictures on website thanks to ML.

7. Review and approve 2016 Club Social Events

 May: Bike Wash

 May: Table Rock Hike

 August: Ice Cream Social

BOD agreed to make this the annual meeting. BOD will need to determine if there is any business to accomplish at this meeting.

Motion: (per Gary) Approve these social events as described and add a December social event that will not include meals nor meeting but just socializing. Motion passed.

8. Education and Training Programs (see Gary Shaff’s Notes, attached)

We need to create a committee to review/shepherd this.

1. Gary and Harlan met yesterday with Edem Gomez, RVTD. RVTD offered to pay for roughly ½ of costs for the classes; recommended fee would be $10 per participant, with scholarships offered by RVTD to those in need.

2. Medford bicycle diversion program: if a rider gets a ticket, and if City of Medford police/courts agree, rider could attend the bicycle diversion program instead of paying the fine. Edgar could help us in that regard.

3. Club ride leader education and training

4. Motorist Education (including safe passing distance)

 5. Rogue Community Challenge/Go By Bike

Club would partner with RVTD for event on May 19 during RVTD Go By Bike Week.

Action: Need to determine a contractor rate for educators. (Consider $10 from RVTD, $10 from Club, and $10 from participant; if 3 participants, that will pay for the instructor at $30/hour for 3 hours).

Motion #1: Create committee to manage these items and decide which ones to shepherd forward. Committee members to include Gary, Matt and Harlan. Motion seconded and passed 5 to 0.

Motion #2: Work with RVTD for Go By Bike week and work with the City of Medford to host the Ed and Training component/courses as described in Gary’s document. Passed 5 to 0.

Motion #3: Set contractor rate for Ed/Training rate at $30/hour. Passed 5 to 0.

9. Changes to Club Wed Page—Gary to implement

 Drop ride speed descriptions (A, B,C,D etc.)

 Put Triple Peaks Challenge into the featured rides rather than Events

10. Put on March Agenda: Membership meeting approach—primarily socialization?

Next meeting: Wed March 9, 6:30 PM, Frau Kemmling Schoolhaus Brewhouse

Adjourn: 8:40 PM

Submitted by Harlan Bittner, Secretary

Siskiyou Velo Education and Training Program Notes (DRAFT)

Gary Shaff

The Club’s 2016 education and training program, as currently conceived, will have five elements:

1. Bike education and training (through the Medford Parks and Recreation Department) in collaboration with the Rogue Valley Transportation District (RVTD),
2. Club ride leader education and training related to group riding techniques and skills (including group riding best practices),
3. Approach Medford Police Chief to initiate a bicycle driver diversion program.
4. Motorist education (i.e. safe passing distance), and
5. Participation in RVTD’s Rogue Community Challenge and Go By Bike scheduled for May 9 - 15, and May 16 - 20, respectively.
	1. **Education/Training**

The Medford Parks and Recreation Department welcomed the following course proposal:

Course Title: Bicycle Street Smarts

Description: This fast-paced four hour class will give you the skills to drive your bike confidently through town. Course includes hands on and on-road instruction. Students will be taught and have an opportunity to practice avoidance maneuvers in a parking lot as well as enjoy an on-road experience that includes quiet residential streets, minor arterials, multi-lane low- and moderate-speed arterials. Participants will earn a certification from the American League of Bicyclists Traffic Skills 101 course by completing a free online course available at [bikeed.org/courseintro.aspx](file:///C%3A%5CUsers%5CB%20%26%20G%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CANZHVIPW%5Cbikeed.org%5Ccourseintro.aspx).

A certificate is issued following completion of the online course and this class. BRING A COPY OF THE TEST RESULTS TO CLASS TO BE CERTIFIED (a mandatory requirement for all DIVERSION participants).

Please arrive with a safe, operating bicycle, helmet and water bottle.

Course logistical requirements: a paved parking lot roughly 100’ X 40’

Audience: Adults and children over the age of 10. Children can participate only with a parent/guardian.

Day of week/time: A Saturday/10:00 am

Maximum Class size: 10

Suggested Cost: $35

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Board Options:

1. Fee (Club member and non-member). RVTD is willing to split the cost of the program with the Club. Recommended price: $10 per person. RVTD has offered to provide scholarships to be people who cannot pay the fee.
2. Course design: one course or two courses (i.e. offering a bike handling course as well as a on-the-road bike safety ride. The two course option offers students more flexibility because they can be taken individually. Two courses would cost more to sponsor.
3. Compensation/contracts with instructor(s).

**2. Medford Bicycle Drivers - Diversion Program**

Background: During a, not so long ago, Ashland Police Department (APD) staff meeting, citation statistics for bicycles raised concern. Even with Ashland’s high bike traffic volumes fewer than 2% of all citations were written for bike violations. One obstacle to increased enforcement was the high cost of fines and consequent reluctance of judges to convict. Another was the obvious fact that issuing a citation didn’t teach safe bicycling practices.

Under Oregon statutes, bikes are vehicles. The same rules govern a bike driver as a car driver. Cyclists riding the wrong-way against traffic and failure to stop at traffic control devices (including stop signs) were often ignored. Cyclists, like motorcyclists, are especially vulnerable to the unintended effects of these unsafe behaviors. Even if the cyclist avoids injury, others may be put at risk avoiding them.

Through the joint initiative of private citizens, councilors, and APD staff, an outline of a diversion program was conceived; those convicted would be offered the option of paying the almost $300.00 fine or attending a diversion class at a cost of $70.00. The class would be based upon the League of American Bicyclists, Traffic Safety 101 class. The diversion concept was subsequently presented to Ashland Judge Turner who enthusiastically expressed her support.

A similar diversion program in Medford would have the following benefits:

1. Improve cyclists adherence to the law,
2. Improve overall traffic safety,
3. Educate and train cyclists rather than simply fine violators (see below),
4. Create an opportunity to build cooperation and collaboration between the City of Medford and the bicycling community, and
5. Relieve police officers of attempting to educate bicycles of the dangers inherent in violation DMV codes.

The Program: Siskiyou Velo’s bicycle education and skills training class consists of an on-line course and a four-hour skills development session. The skills training takes place in two environments: 1) a small parking lot, and 2) on-the-road. The later takes place in normal traffic situations. The students are graded on their performance; including a written test and bike operation. A grade of at least 75 percent, on all elements, must be achieved to pass.

The primary focus of the instruction is to convert bike “riders” into drives of vehicles. Most cyclists operate as pedestrians/bicyclists, not as operators of vehicles. By changing that behavior the bicycle drivers become more predictable and more obedient of the vehicle code. This reduces vehicular conflicts and the potential for collisions.

Results: Police officer awareness and understanding of bicycle operation and use has grown. Many did not see the need to enforce the vehicle code for bicyclists. They believed that bicycles were toys for recreation. The education of APD management and officers has been an import component of this program. There is currently no data available to measure the program’s impact on cyclists collisions and crashes.

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Board Options:

When and who will approach the City’s police chief and what outreach and consultation should occur before such a meeting (Councilors, Planning Commission Members, Bike and Pedestrian Committee members, LBS, others)?

**3. Club ride leader education and training**

Leading a group ride requires special knowledge. There is a information void in the Club’s education materials related to this specialized area of cycling. A comprehensive review and development of a best practices document would help to:

1. Provide greater consistency in the “driving” behavior of the Club’s groups,
2. Elevate ride leaders understanding of group dynamics on the road, and
3. Bolster the safety of Club members riding in groups.

The development of the document would rely upon research, review, and discussion among the Board to develop a coherent approach to this topic.

**4. Motorist education (i.e. safe passing distance)**

Goal: Increase the awareness of and conformance with bike passing laws by the motoring public.

Methods:

* Guest editorials in local papers (Medford, Ashland, and Grants Pass)
* Letters to the editor (as above)
* Targeted mailings to fleet operators in Jackson and Josephine Counties including transportation, utilities,  trucking and construction equipment operators
* Distribute electronic copies of the “Change Lane to Pass Bicycles” sign to Oregon based bike clubs
* Placement of “Change Lane to Pass Bicycles” sign on the rear of Rogue Valley Transportation District (RVTD has offered provide the bus billboards as an in-kind donation to the Club’s motorist education program – an estimated $2,000 contribution).
* Purchase paid advertising to place the “Change Lane to Pass Bicycles” graphic in local and regional publications (including, unless it is otherwise made available at no charge, the Oregon Department of Transportation’s – Moving Ahead with ODOT publication)
* Formally ask that the “Change Lane to Pass Bicycles” sign be installed on County, ODOT, BLM and USFS roads in Jackson and Josephine Counties. Initiate an on-line petition to demonstrate the breadth of support.
* Absent installation by the Counties and State, install “Change Lane to Pass Bicycles” signs outside of rights-of-way along roads and highways in rural areas of Jackson and Josephine Counties everywhere road shoulders are narrow and the travel lane is too narrow to share
* Secure public service announcements on local broadcast TV – promoting “Change Lane to Pass Bicycles”
* Request auto insurance companies (notably AAA and Safeco) distribute the “Change Lane to Pass Bicycles” graphic to their customers
* Request the “Change Lane to Pass Bicycles” graphic be printed on AAA and ODOT State Highway maps.
* Request the Oregon Department of Motor Vehicles use the “Change Lane to Pass Bicycles” graphic in the driver’s manual and include a related question on future versions of the State’s driver’s test
* Request Jackson County and other law enforcement offices that provide diversion courses (to cited drivers for violation of the Oregon Motor Vehicles Code)  include the “Change Lane to Pass Bicycles” graphic in their education materials and related tests

The above uses the “Change Lanes to Pass Bicycles” term to describe both a MUTCD approved sign as well as the Club’s associated graphic (see below).



Implementation – after April 2016

**5. Rogue Community Challenge / Go By Bike**

RVTD’s program will run from May 9 through May 20. RVTD, through a series of events and celebrations, hopes to increase cycling. The Club will have opportunities to participate in some of the activities. A Club/RVTD ed/training session is planned during this timeframe. The Club’s involvement in an informal evening gathering which is envisioned to include educational posters and short demonstrations (flat tire/saddle back inventory, roadway safety, etc.

Outreach efforts to minority populations through workplace presentation is also envisioned.

One or more joint events between the Club and SOU Bicycle Club may be possible.

More details will be forthcoming.