

Bike Box of the Blue Ridge
Board of Directors Meeting
August 9th, 2017

5:30 PM
Didawick and Company
117 MacTanly Place
Staunton VA 24401

In Attendance: Randall Wolf (RW), Dan Wright (DW), Nick Walge (NW), Katie Goebel (KG)

- I. Randall Wolf called the meeting to order at 5:32.
- II. Welcome and Introductions
 - A. Members took turns offering introductions.
- III. Business
 - A. Elect Executive Offices
 1. By consensus: the BOD voted for the following Directors to hold Executive Offices
 2. Randall Wolf, Chair
 3. Dan Wright, Vice Chair
 4. Nick Walge, Secretary
 5. Katie Goebel, Treasurer
 - B. Dave Walsh was also appointed as a member of the Board of Directors but would not hold office.
 - C. Board Recruitment
 1. The BOD discussed additional candidates for the Bike Box BOD.
Candidates discussed included
 - a) Michael Freeman, PE Teacher for Waynesboro school system
 - b) Sgt. Brian Edwards of the Waynesboro police was looking to see if a member of the bicycle police would be interested
 - c) David Ledbetter, Commonwealth's Attorney for Waynesboro
 - d) Elzena Anderson, librarian for Waynesboro and City Councilwoman
 - e) Richard Clavin, mechanic and enthusiast
 - D. Establish Meeting Times
 1. BOD voted by consensus to meet every third Tuesday of the month at 6:00 PM
- IV. Review Articles of Incorporation and Bylaws
 - A. The accompanying proposed Articles of Incorporation and Bylaws were discussed. The BOD agreed by consensus to review the documents over the course of the next month prior to adoption.
 - B. The BOD agreed to attempt to stagger Board terms by appointment.

V. Financials and Budget

- A. RW reported that the Community Foundation of the Central Blue Ridge had agreed to act as the fiscal sponsor until 501c3 status was made official.
- B. RW also reported on expenditures made to make the BBR site suitable, included the for 501c3 filing, signage, website domain rental and Office 365 membership.
- C. BOD agreed by consensus to reimburse RW for his personal expenditure when appropriate.
- D. BOD discussed upcoming grant deadlines and opportunities, as well as sponsorship opportunities with local businesses.
- E. RW also discussed hosting a fundraiser, led by someone like Ben King, a professional cyclist from Richmond, as a guest speaker.
- F. RW also discussed the need for tools for the BBR workshop, with DW suggesting that might be the sort of thing that could be donated by a company like Performance.
- G. Consensus was made to use Dupont Community Credit Union as primary banking institution.

VI. Other Business

- A. Immediate needs discussed prior to fundraising: a prototype donor letter for tax receipts, a gift letter for in-kind donations, a fillable sheet for tracking bicycle recipients.

VII. Adjournment: 6:58 PM