

**Bicycle Nova Scotia Board of Directors**  
**MEETING LOCATION**  
**May 13<sup>th</sup>, 2020**  
**Minutes**

**Present:** Iola Doucet, Susanna Fuller, Darryl, Maryellen, Andree Crepeau, Nat Bowlby, Shawn, Ryan, Lorenzo Caterini, Tim Farmer, Janel, Rob Carter

**Regrets:**

**Staff:** Steve Bedard, Jon Burgess

	ITEMS	DISCUSSION POINTS	ACTIONS/DECISIONS
1.	<b>Bring to Order/Approval of Minutes</b>	<b>Introductions</b> <ul style="list-style-type: none"> <li>- Meeting held on GoToMeeting.</li> <li>- Minutes from April reviewed, no changes requested but minutes should be put into template (done by Steve!).</li> </ul>	
2.	<b>Action Items from May Board Meeting</b>		<i>Action: Letter to HRM re BMBCL drafted and sent</i>
2.	<b>COVID update on cycling activities</b>	<ul style="list-style-type: none"> <li>- <b>Competitive cycling:</b> Competitive events remain on hold until State of Emergency is lifted. Canada Cup for Kentville has been cancelled.</li> <li>- <b>Impacts on BNS memberships and licenses:</b> reduced comp licenses, may pick up on cyclecross in the fall.</li> </ul>	<i>Action: Continue to engage on social media and advertise benefits of BNS general membership.</i>  <i>Action: Compose members email to mailchimp, with update on competitive events and expect everything to be cancelled until June. (revisit at May board meeting). Include unsubscribe link in email.</i>  <b>Action:</b> Steve to create and circulate survey to bike shops on COVID 19 impacts on business.

3.	<b>Budget &amp; Proposals</b>	<p>Budget remains in good shape, portion of funds will be transferred to GIC.</p> <p>CCH proposal to be submitted, circulated to board. Brunello proposal for Recreation Facilities Development to be submitted as well.</p> <p>Proposals to Department of Energy and Mines to be developed.</p>	<p><i>Action: Jeremy needs to be added as a signing officer, all required paper work is at Almon Street. RBC.</i></p> <p><i>Action: CCH proposal to be submitted to Elaine Shelton.</i></p> <p><i>Action: Steve and Susanna to take lead on engagement on ideas with Energy and Mines.</i></p> <p><i>Action: Susanna to contact ACOA on funding for economic impact study.</i></p>
4	<b>Staffing</b>	<p>Discussion of Steve Bedard to be hired on a full time basis until December 31 2020.</p> <p>Hiring committee for Director of Blue Route Implementation and Bikeways Advocacy is conducting interviews.</p> <p>Summer student positions still underway, Steve to lead hiring process.</p>	<p><i>Action: Susanna to circulate proposal for Director of Operations with resulting financial requirements to BNS.</i></p> <p><i>Action: Hiring committee to update following successful offer to candidate.</i></p> <p><i>Action: Steve to update on hiring for summer students.</i></p>
5.	<b>Sector Items</b>	<p><b>Recreation / Blue Route</b> Call with Andy Fillmore to discuss NS Active Transportation Network as a follow up to letter</p>	<p><i>Action: Steve, Maryellen and Susanna to report back on call.</i></p>
	<b>Next meeting</b>	<b>June 13<sup>th</sup>, 6:30</b>	
	Adjourn		

Submitted by: Susanna Fuller

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