

Community Bikes Volunteer Meeting
1/25/09

Next meeting: Feb 22, 4:30-6 (location 115 East High Street)

Next Facilitator: Matteo

Meeting Attendees

Shell Stern, James Richardson, Thomas Canu, Bryan Eckstein, Todd Gerarden, Matteo Favero, Will Jacobs, Dan, Jennifer Connor (facilitator), Todd Ely, Anson Parker

1. Upcoming Events

Bake & Bike: Valentine's Day, half the proceed go to Books Behind Bars, half to Community Dikes Friday Feb 13th/Saturday 14th

If you want to: flyer, bake scones, or deliver valentine scones on bike, contact Shelly at 434.882.1516

UVA Lawn Bike Art Todd Gerarden bottom lining, April – Supplied bike art will be auctioned on the lawn after a day of soliciting donations. Anson Parker may be interested. If interested contact Todd :
tdg9x@virginia.edu

2. How are we following the **CACF grant**? We've decided that we need a budget meeting to reconcile where we are financially before we can identify and hire paid positions.

Also we are looking into the CACF grant cycle to determine when we can reapply for more. (Either April or Oct)

3. Long Term Organizational Structure

We thought much about our long term organizational structure and formalized a **Community Bikes Board** based on months of volunteer input and meetings, especially input from December's meeting. Each board member will find a replacement when they leave. The board has the power to create, enforce, and review shop policy.

The Board will:

Meet once a month

Pre-publish an agenda

Pre-assign a facilitator

Long-term & day to day

Oversee the budget

Have a 5 person quorum

Consist of enough people to cover all positions

Be responsible for hiring persons for any paid positions

Board Positions:

Managers: (Fri) Will Jacobs, (Sat)Matteo Favero, (extended hours) James Richardson

Shop Maintenance – Todd Ely

UVA Volunteer Coordinator – Will Jacobs

Finances/VOP/Treasurer – Bryan Eckstein

Grants & fundraising – (open) – (Anson Parker will support)
Continuity and Vision – Becky Billingsley, Thomas Canu
Special Programs @ Shop: Jennifer Connor
Administrator/Director: (open)

The Board, as it met, finalized hiring procedure.

Recommends paid positions to be Shop Manager & Director/Grant Writer.

Will not make any compensation decisions before budget meeting though.

4. Volunteer Training

We have a tentative volunteer training scheduled for Jan 31st. One in May will be useful as UVA students leave Charlottesville.

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Amended Notes Following Feb. 1 Board Meeting

Hiring Process

1. Board identifies available positions
2. Board makes position available in at least one way
 - 2.a. Post to community bikes list
 - 2.b. Cville Weekly?
 - 2.c. Etc
3. Candidate expresses interest to board member
4. Candidate is recommended by long-term member of Community Bikes
5. Board interviews candidate
6. At least five board (quorum) members approve hire
7. Review the position after six months