



Meeting Minutes

September 23, 2020 | 6 p.m.

Zoom Meeting:

<https://us02web.zoom.us/j/5147484152?pwd=YUEaHhuN1JVd2JzNUhtMGNOZ1g5dz09>

Attendance	Name	Position	Shop Location (if applicable)
Y	Adan Carrillo	Secretary	
Y	Dannielle Larkin	Board Member	St. George
Y	David Macaulay	Core Volunteer	SLC
Y	Donna McAleer	Executive Director	
Y	Dustin Eskelson	Shop Director	Ogden
X	Essen Skabelund	Volunteer Coordinator	SLC
Y	Forrest Woolman	Shop Director	St. George
Y	Heidi Goedhart	Board Member	
X	Jack Moran		St. George
Y	Jim O'Callaghan	Treasurer	
Y	Jordan Bartholomew	Shop Director	Provo
Y	Kai Cox	Shop Director	SLC
X	Lulu Avila		Ogden
Y	Patrick Schwab	Board Member	
Y	Sean Murphy	Chair	
X	Shawn Teigen	Building Committee	
Y	Shelley Reynolds	Vice Chair	
Y	Terry Wilmer	Board Member	Ogden
Y	Thayne Harbaugh	Board Member	Provo
Y	Todd Reeder	Building Committee	

6:02 pm – Chair's report

- Sean Murphy made a motion to approve the meeting minutes for May and July; it passed.
- He also thanked everyone for their efforts during this pandemic and congratulated them for their UNA finalist nomination for the Utah Ethical Leadership award; the In-Between organization won it.
- He regretted not submitting Patrick's nomination for our members to vote yet.

6:07 pm – Treasurer’s report

- Jim O’Callaghan mentioned we’ve earned \$685,000 in charitable contributions.
- Expenses have been kept in line and our budget for building maintenance and supplies is still in line according to projections.
- Operating expenses are either at or below what was originally expected.
- Cash on hand remains strong and it may go up based on profits from other investments.
- Operations revenue? is at \$926,000 which is in good position to make strategic allocations of cash such as our digital presence or the building committee.
- The collective will be receiving another \$5000 from Adobe, according to Thayne Harbaugh.

6:15 pm – Executive Director’s report

- Donna asked Patrick Schwab to introduce himself and thanked him volunteering with the collective.
- She also thanked David Macaulay for volunteering and his contributions to our organization.
- Patrick is glad to be part of our organization, and David explained why he volunteers and what it means for him to do so.
- Donna shared an inspirational quote from late judge Ruth Bader Ginsburg.
- She also shared feedback from the UNA’s presentation. She’s proud of the success we’ve had as an organization and our ability to earn grants thanks to our story telling about our mission.
- The non-profits competition was intense, and it was humbling to be one of the three finalists.
- A bike ride will be organized for the St. George Bicycle Collective next month by the Park City Rotary Club after a similar drive was organized for the Ogden, SLC and Provo shops.
- Donna showed her progress and success in terms of grant applications and awards and shared information about her upcoming efforts to pursue other potential grants.
- She provided an update about the COVID-19 situation in Utah County. Shop directors are coordinating volunteers’ efforts and asked everyone to remain vigilant to follow mask guidelines at the shops.

6:30 pm – Dustin & JP - Ogden report

- Staff members began talking about how Sesame Street inspired them, which then started their idea of building puppets for a bike mechanics show aimed at young audiences.
- JP has a Bachelor’s in Fine Arts and is now using his talents to create this animated program.
- A grant allowed them to purchase equipment and technology to start this new approach to youth programming.
- This will be a legacy project to engage with all audiences about learning bicycle mechanics.
- The process to create these animated educational videos is very intense but the process is getting better and better.
- Lots of time and effort to produce and tape these episodes which require the talents and contributions from all staff members at the Ogden shop.

6:56 pm – Kai - SLC report

- Steady couple of months selling and fixing bikes.
- Production rates are higher than last year, and bicycles are flying off the shelves.
- Kai's staff members have been able to give away more than one bike a day since closing doors six months ago.
- They're dropping off bikes to volunteers to fix and picking them up afterwards.
- They're also setting up opportunities for people to volunteer and fix bikes at the park.
- Over \$20,000 in part sales. It's better to sell inventory now rather than later. Shortages of repair parts nationwide.
- Break-ins into the shop to steal bikes this week which has forced Kai to board the shop until the windows can be replaced within the month.
- Looking forward to build inventory for sales in Spring 2021. They're looking at chaining bikes to deter theft. Adding glass break alarms to add levels of protection.
- QBP has notifications to inform bike shops about restocking items and Kai is now signed up to receive them so he can purchase the parts that he needs in a timely manner.

7:09 pm – Dustin - Provo report

- Jordan is working with landlord to improve the building after improving all structural needs.
- Replaced old door with an industrial size and strength door.
- Service center is operating well after investing in tools which allows them to provide same day service.
- Sales uptick towards the end of summer was not as profitable as previous years due in part by the pandemic.
- He anticipates lower sales due to students not going to school or staying home after Thanksgiving.
- Challenging times when not having enough parts to complete bikes needing repair due to the nationwide shortage of repair parts.
- Still working with property owner on insulating the shop.

7:16 pm – Forrest - St. George report

- A local artist will be producing a mural for the shop at a cost of \$4000.
- They partnered once again with Dixie State College to provide virtual bike repair classes for students; currently 14 people have signed up.
- Two upcoming bike rides, one with the St. George Rotary Club and one with the Cedar City Rotary Club; he'll be collecting bikes from the SLC shops.
- A bike to school sale is providing more exposure and revenue opportunities.
- The local newspaper and radio station will be promoting a bike drive to encourage people to donate their bikes to the collective.

7:25 pm – Building Committee update

- Todd is working on identifying a contractor that will still be within our budget.
- Contractors were narrowed down to two finalists.
- Ultimately, R&O had a better cost and more innovations in terms partnering with subs that may share the collective's mission.
- Over the next couple of weeks, drawings will be revised to ensure costs are still within our budget.
- He expects to complete this process by January and begin construction by spring of 2021.
- This November, he expects to have a final plan to commit to for construction.

7:30 pm – Capital Campaign update

- Donna provided an update on capital funds committed to date of \$1.650 million and the potential of allocating \$300,000 of Bicycle Collective funds bringing the total of committed to \$1.95 m.
- Planning on public phase of capital campaign in mid-November.

7:39 pm – Sean, Todd & Donna

Sean

- Are we contacting people to become our project manager on the project?
- The building across Spynop caught on fire this month.

Todd

- He is aware that we'll need someone to help us manage the project once it moves to the construction phase.
- He's anticipating having to pay someone to do this professionally.

Donna

- She thanked everyone for their efforts and invited everyone to continue to share our message and what our mission is about in order to attract additional potential donation opportunities.

7:45 pm

The meeting ended.