



**DRAFT**

## General Membership Meeting Minutes

December 2, 2020, 7:15 PM

1. Call to order - 7:15 PM

*The meeting was called to order by Trevor Clarke at 7:22PM.*

a. Introductions/In attendance

*Trevor Clarke, Phil Kaplan, Anna Henschel, Xail Hernandez, Frank Richardson, Nikki Patino, Dave Gorman, Mike Santomauro, Caronina Grimble, Ed Hanlon, Lena Ansari, Josh Korby, Tom Mulhern, Jon Fraleigh, Michael O'Leary, and Jesus Lopez.*

2. Approval of October 7th, 2020 minutes

*Approved with a correction to note that Phil was also in attendance. (Phil-1, Anna-2, unanimous)*

3. Community Partner Presentation – Jesus Lopez from CESTA!

*Incredibly inspiring work being done in El Salvador with our bikes! CESTA is involved with numerous activities in addition to cycling, and their role is largely as community organizers. Lots of great work empowering women and people with disabilities. In 2020, they received two shipments from us as well as one from Bikes for the World. In recent years, they've normally received 8-10 shipments, also from Bikes not Bombs and Cyclo Nord Sud (in the past). They repair and sell some bikes directly to customers at \$30 - \$100 each. However, most of the bikes are sold as received for \$15 - \$20 each to 45 local bike shops. They will let us know of particular needs for local shipments - and helmets and 26" tires were mentioned by Jesus. Dual suspension, and mountain bikes in general, are preferred due to the poor condition of roads in and around San Salvador. Thanks to Xail for excellent translating!*

4. Operations updates

a. Storefront

i. Reorganization Madness!

*Anna explained that the size of Brandon's has roughly doubled with the same number of stands in order to provide more space to volunteers. Parts storage are being organized better so the adjacent sales area could be made smaller.*

ii. Refurbished bike sales

*Josh said that the supply of parts from China is expected to remain disrupted due to Covid for another 8-9 months. The reorganization of parts will help utilize our current inventory.*

iii. Winter operations

*The stairs vestibule will be opened to a limited number of socially-distanced customers at any one time during extreme weather, with a reception table at the top. A "Ring" doorbell will be installed in order to see customers remotely.*

b. Service Department

*Xail reported that repairs and tune-ups are still busy but slowing down a bit. Thanks to Lena for helping to keep up with the workload!*

- c. Volunteering
    - i. At-home opportunities  
*Anna said that a number of volunteers responded to the call-out to repair bikes at home. Thanks especially to Ed Kesten and Ed Hanlon. Ed Hanlon was also able to enlist the help of Kozy Cycles to donate time. This has really been helpful to be prepared for the upcoming kids bikes giveaway.*
    - ii. In-person opportunities on pause
  - d. Collections and incoming donations
    - i. Willow Springs mansion  
*Trevor described this surprise opportunity that has resulted in 600 largely sales-worthy bikes thus far from the estate of a deceased individual that filled his house with bikes and an extensive model train collection. There are still additional bikes in a barn on the property, as well as in another house that he owned in Crete. His family is glad that we will put them to productive use.*
  - e. Staffing  
*Devon has changed to as-needed hours due to pursuing her master's degree. She is finalizing the annual report.*  
*Sarah Fiorito will start soon as a part-time production mechanic. Travis has been full-time and JP part-time upstairs.*  
*Thanks to Lena for her wonderful assistance this year. We wish her all the best as she returns to Yale after the holidays.*
    - i. Welcome Cauria, Community Engagement Coordinator!  
*Cauria Duarte has taken over the duties formerly done by Devon of arranging pickups and community donations.*
    - ii. Welcome Anthony and Jakora, apprentice wranglers from CCA!
5. International Donation Updates
- a. End of fall shipments to Malawi and El Salvador
  - b. Chipego Shop (Zambia) – December 3<sup>rd</sup>-5<sup>th</sup>  
*Phil reported that this will be our 11<sup>th</sup> and final shipment for the year.*
  - c. 2021 shipping estimates  
*We hope to resume a higher number of shipments once the pandemic eases. Replacing our box truck with a longer truck will help reduce the number of trips needed for site pick-ups.*
6. Cycle of Power/Peace  
*Anna described the new process of hanging tags for orders, similar to a short-order restaurant. This identifies the order received, and volunteers are able to more easily select bikes that match the requests.*
- a. North Lawndale CCC GROWSS subcommittee and Holiday Kids' Bike Giveaway  
*Anna said that there are about 150 bikes ready, and next Tuesday all staff and some volunteers will dedicate the entire day to repairing additional kids bikes.*
  - b. North Lawndale Cycling Champions (NLCC), United Way of Chicago support
7. Brandon's & Kitchen Crew Updates
- a. Brandon's reorganization  
*As mentioned previously, there have been improvements to increase the size and organization of Brandon's Shop to allow volunteers to be safer and more productive. This is thanks to the generous donation from Brandon's grandmother's estate. More improvements are yet planned for this area!*
8. Founders Facilities Fund  
*Phil explained that over \$50K was raised, which went towards the \$70K cost for the roof project. As additional donations are received and possible grant opportunities may be found, the Board intends to pursue a mural on the outside wall(s) in 2021.*

9. Other Committee Updates

a. 21st Anniversary – thank you everyone!

*Despite being a virtual fundraiser, we netted \$43K, which is \$10K more than last year's high! Thank you to everyone that contributed and promoted the effort!*

10. Additional Business

*Phil mentioned that the nomination slate of board members for the annual meeting has been set to continue existing board members whose terms are expiring. These include Phil Kaplan, Caronina Grimble, Mike Santomauro, Dalia Garcia and Jerry Cohen. The slate of officers is likewise set to continue unchanged from those presently serving.*

*The meeting was adjourned at 9:20. (Josh-1, Trevor-2)*

*The next general membership meeting will be on 2/3/21.*