## Minutes from GoBike Meeting, 8 March 2016 Friends Meeting House, Elmbank Street, Glasgow

Item No	Item	Action
1	Present: Go Bike Convener: Tricia Fort (PF)	
	Committee members: Calum Cook (CC), Peter Hayman (PH), Jeremy	
	Stevenson (JS), Alasdair Macdonald (AM), Iain Longstaff (IL), Jim Ewing (JE),	
	John Donnelly (JD), Joel Cooney (JC), Brenda Lillicrap (BL).	
	Apologies: Kyle Somerville (KS), Lizzie Reather (LR)	
2	Approval of Committee Minutes from 12/01/16	JS put on website and One Drive
3	Hustings 2016	
	Committee and helpers to venue by 6:30	AII
	<ul> <li>Publicity</li> <li>Press release on Tuesday in advance (maybe using quotes from speakers statements?)- PF</li> </ul>	<u>PF</u>
	<ul> <li>Press release after event – using quotes from night – encourage membership/feedback</li> </ul>	<u>)C</u>
	Flyers delivered	JE
	<ul><li>JE to promote on Camglen radio</li><li>All to use their social media outlets</li></ul>	All
	Template for press releases to be developed JC/JD – JE to forward advice/links	JE, JC, JD
	Background for stage – PH to make slide from flyer	<u>РН</u>
	On street flyers/directions to Admiral	
	PF + BL to venue early for sound and lighting set up with staff – 2 pm 3 microphones for speakers and radio- mic for Penny.	PF, BL
	Door entry – membership drive – forms JD to print (add QR code for PayPal join page.	<u>JD</u>
	GoBike T-shirts on sale on the night / We walk/cycle/vote T-shirts on sale too Speakers to be offered a T-shirt	<u>t#</u>
	Water and cups for speakers / drink from bar offered on arrival	
	Bike parking on street	
	Bar open before and after speakers / keep kitchen quiet.	
4	Strategy Report from workshop day emailed by JD AM to review phrases used in 7 aims, possible reducing to 6? Objectives to be set against these/ tasks in keeping with aims.	AM

5	Web group:	
	Group files now set up on One Drive by DB – any new access can be granted	
	using Treasurer email (JD).	
	Email forwarding preferred to individual emails set-up	
	Comms group to be invited to write for web	<u>D</u>
6	Strategy / Policy	
	Need to arrange sub group meeting.	
	Decide plans In line with GoBike aims	STRATEGY GROU
	Pick and chose TRO responses depending on reasonable time commitment	
	from members.	
7	Comms	
	Aim – to grow membership	
	Invite Kyle (KS) and Lizzie (LR) to be in this group.	<u>PF</u>
	Coming opportunities to publicise: Bike Week / Launch f Freewheel North at	
	Maryhill Locks / Bike Station Jumble Sale.	
	Need diary of events	<u>COMMS GROUP</u>
	AGM – suggestions for speakers?	ALL
8	Finance	
	JD supply bank statement and membership levels	
	Renewals 52 / New members 11 / expired 20	
	Email to suggest lapsed members rejoin	<u>ID</u>
9	AOB	
	• IL promoting study trip to Netherlands on 13-15 September. Visit	IL
	Assen – tour of infrastructure. Cost roughly £250 + travel/food/accom	
	possibly invite/fund local partner/decision maker	
	www.hembrow.eu/studytour	
		lin
		<u>JD</u>
	Convenor cover needed for next committee meeting 10/05/16 JD	<u>UL</u>
	<ul> <li>Convenor cover needed for next committee meeting 10/05/16 JD volunteers – also need convenor emails forwarded during absence.</li> </ul>	ALL