



Champaign-Urbana Bike Month 2022 Planning Team Meeting #1

DATE: Thursday, July 14, 2022

TIME: 4:00 p.m.

PLACE: Zoom – <https://ccrpc.zoom.us/j/83764947863?pwd=a1RJMDlsc3BNOHlxY2I5YWFM0JJQT09>

AGENDA

1. Introductions
2. Event Date decisions
 - a. Bike to Work Day – Tuesday, September 13 *or* Wednesday, September 14
 - i. Last year we said we wanted to host this event on Wednesday to allow for more promotion, registration, and preparation the week of the event.
 - ii. Rain date: Friday, September 16
 - b. Light the Night – Thursday, September 15
 - i. Rain date: Tuesday, September 20
3. Guiding Materials – any comments from Team members
 - a. Roles & Responsibilities List
 - i. Question for C-U SRTS Project: incorporate or separate Walk 'n' Roll to School Day tasks?
 - b. Weekly Task List
 - i. Current tasks: sponsorship letter & follow-ups, MTD bus boards, theme, contact 2021 station managers & newsletter contacts
4. Proposed Zoom meeting times
 - a. 2nd & 4th Thursday of the month starting at 3:30 pm
5. Announcements

Proposed Next Meeting: Thursday, July 28, 2022, 3:30 pm, Zoom