



Champaign County Bike Month 2024

Planning Team Meeting #1

DATE: Friday, June 28, 2024

TIME: 11:00 a.m.

PLACE: Zoom – <https://ccrpc.zoom.us/j/85991209737?pwd=1m1dn2si7poE6dYiwYC6OdLV0mQt4j.1>

AGENDA

1. **Introductions**
2. **Event Dates & Times**
 - a. **Bike to Work Day**
 - i. Potential dates: Tuesday, September 10; Wednesday, September 11; or Thursday, September 12
 - ii. Rain date: Friday, September 13
 - iii. Last year's date: Thursday, September 14, 2023
 - iv. Since 2021, the Planning Team said we wanted to host this event on the 2nd Wednesday of September to allow for more promotion, registration, and preparation the week of the event.
 - v. These dates will not conflict with the APA-IL Conference this year (September 25-27).
 - b. **Light the Night**
 - i. Potential dates: Wednesday, September 11; Thursday, September 12
 - ii. Potential Rain dates: Thursday, September 12; Tuesday, September 17; Thursday, September 19
3. **Proposed Planning Team Meeting Dates & Times**
 - a. Dates: Every other Friday through September 20th
 - b. Start Time: 11:00 am
4. **Next Steps**
 - a. Sponsorship

- b. Save the Date distribution
 - c. Roles & Responsibilities List
 - d. Weekly Task List
- 5. Light the Night Discussion**
- a. Champaign County Bikes (CCB) has ordered 1,000 button blinky light sets from Planet Bike.
 - b. CCB is looking for someone from the Champaign-Urbana area to pick up the lights from Madison, WI this summer.
 - c. CCB will invoice the City of Champaign, City of Urbana, MTD, and the University of Illinois \$1,500 each for the cost of the lights.
- 6. Announcements**

Proposed Next Meeting: Friday, July 12, 2024, 11:00 am, Zoom