

CHBC – Cleveland Heights Bicycle Coalition
MEETING MINUTES
[APPROVED – NOV 1, 2011]

Special Meeting: Sunday, October 16, 2011
7pm – 9:30pm
Home of Mary Dunbar

Attending: Mary Dunbar, Joy Henderson, Brandon Henneman, Ian Hoffman, Sarah O’Keeffe. John McGovern (of Earth Day Coalition) – guest.

1. Review of Tuesday evening event (Oct. 18th, No Impact Week) – Brandon briefly outlined the event schedule and discussions that would take place. John McGovern explained purpose of the Sustainable Transportation Action Team, as it arose from the Sustainable Cleveland 2019; The Complete and Green Streets ordinance passed by the Cleveland City Council on September 19th, 2011 began as one of STAT’s initiatives.
2. Review of By-Laws – All changes approved by members present; Brandon retains the most current copy. ACTION POINT: Organization will begin to follow the established by-laws, effective immediately. Post Board meetings on website calendar and note that they will be open to all members. At suggestion made by Joy that organization change its name to read “Heights Bicycling Coalition,” Sarah will talk to the Secretary of State office to see cost of changing [\$50 to amend original filing of November 2010]. Finalize name change at next meeting.
3. Review of Articles of Incorporation. Ian reviewed Articles – name of organization may be changed; Sarah will be listed as Treasurer instead of Ian
4. 501(c)(3) Filing. Ian reviewed current progress on filing 1023 form. ACTION POINT 1: Sarah will research how lobbying activities of CHBC will affect this filing and whether or not 501(h) election is a good idea. Brandon will research other similar bicycling organizations’ structure. Mary will check with LAB. [Sarah - As per IRS information website and local NPO tax lawyer – 501(h) election appears to be a reasonable choice for CHBC, as current ‘lobbying’ activities are small in nature and have no current expenditures. Brandon - San Francisco Bicycle Coalition, a much larger organization, is not a 501(c)(3) organization due to the nature of its lobbying activities – tax-deductible donations may be made only to its separate “Education Fund,” rather than directly to the organization.] ACTION POINT 2: Ian will meet with Sarah to pass on all documents applicable to 1023 filing and review current status. [Meeting took place 10/21/2011; Sarah received all documents]

Next Regular Board Meeting: November 1, 2011; 7am at Phoenix Coffee, Lee Road,
Cleveland Heights.