

Bike Fitchburg - March Meeting Minutes

Bike Fitchburg makes biking and walking easier, safer and more fun in Fitchburg, Wisconsin



Monday, March 24, 2025 / 7:00-8:30 pm / Fitchburg Senior Center

A. Call to Order, Roll Call, Welcome, Introductions – Darryl

- a. Call to Order at 7:00pm
- b. Attendees – Darryl, Steve, Bill, Carol, Kay, Tony, Mark, Thad
- c. Guests – Jay Maas, Wally Schuenemann, Kelly Jetzer

B. Approval of Past Minutes for Feb 25, 2024

- a. Minutes approved with no corrections
- b. Request for board to review addendums at the back. Specifically looking for Action Items and 2025 Event Calendar. Please provide any updates to the secretary.

C. Noah Sunderman Board Seat Vote – Motion Passed unanimously

D. Kay resignation from board – rotate to advisor

- a. We are sorry to have Kay step away as a board member, but very happy that she will continue to support Bike Fitchburg as our webmaster and participation as a volunteer.

E. Bike Fitchburg Mission Statement Review

- a. Great group discussion to agree upon a Bike Fitchburg Mission Statement.
- b. Bike Fitchburg Mission Statement – Motion Passed

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F. Future Agenda Proposal

- a. See Full proposal attached as an [addendum C](#)
- b. The board has agreed to pilot change, and we will adjust as we need for future meetings. The board deemed no vote necessary
- c. Standard update type agenda items have been moved to the “Open Agenda” topic. These updates have often taken up half of our meeting time in general conversation with no decisions as a resultant outcome.
Any “open agenda” updates should take less than 2 minutes.

FOCUS ON SIGNIFICANT EVENTS or HELP NEEDED during open agenda time. You are not obligated to provide an update verbally during the meeting, but each topic owner should submit “monthly written updates” to be included in the minutes.

IF YOUR UPDATE EXCEEDS 2 MINUTES, REQUEST AGENDA TIME by submitting a request to the secretary as soon as possible but no later than the end of business on the Friday before the next board meeting, typically the 3rd Friday of each month.

G. Planned Events

- a. The FULL 2025 Event Calendar can be viewed [<HERE>](#)
- b. Bike-O-Rama: Thank you, Carol, Kay. Mark, Mark and Pam and Darryl . We had 11 people register on the signup sheet. Overwhelming feedback from visitors at the table was I'm so glad to hear you're in Fitchburg. That's so cool. I'm running on the trails in Fitchburg forever. And. And so it was a great event to get our Bike Fitchburg name learned by more people.
- c. Jamestown Bike Rodeo – 4/12/2025 11:00 - 3:00PM – Mike is event coordinator.
 - i. Bikes for Kids WI donating the bikes
 - ii. [See Jamestown Bike Rodeo Summary HERE](#)
- d. Celebrate Trails Day recreation station 4/26/2025 10:00AM - 1:00PM – Carol is event coordinator.
 - i. Thad, Jay and Mark W will assist Carol. Carol will send out an email to request volunteers for the specific roles where help is needed.
- e. MOTION presented by Steve: Bike Fitchburg to sign up as a participant in Week Without Driving – PASSED
 - i. Get elected officials and other policymakers like city managers and city engineers to pledge to go for a week without driving. They must be driven or take the lift, or they must take a taxi or bike or walk or carpool anything but driving alone. The idea is to develop an understanding of the issues and empathy for the 33 to 40% of Wisconsinites and Dane County residents who do not or cannot drive.
 - ii. HELP NEEDED: Steve is looking for a Bike Fitchburg board representative to attend a monthly zoom meeting run by the Metropolitan Planning Organization (MPO)

H. General Opens

- a. Name Tags for Bike Fitchburg events were distributed to board members and advisors.
- b. Wally proposal to coordinate a daytime ride event. Mark W to schedule time to meet and discuss.
- c. Cycling Without Age Fitchburg: We participated in Bike-O-Rama, and we raffled off this taillight that had turn-signals and a motion alarm and an automatic brake light we made \$102.00.
- d. Bike Lights to be taken to the Jamestown Bike Rodeo – Mark W to coordinate.
- e. Steve has submitted 5 projects for inclusion into the Fitchburg Capital Budget Plan.
 - i. Oregon Rotary Trail – New
 - ii. Syene Greenway North – added to 3367 Syene Road (McCoy Road N to City Limit)
 - iii. Syene Greenway South – New
 - iv. Traceway Greenway – modification to 3472 Traceway and Leopold Bike and Ped
 - v. Yarmouth Greenway North – added to 3519 Extend BRT
- f. Bill to send Mark W the link to the Fitchburg Planning Commission projects page. Mark W has agreed to look for projects that align with Bike Fitchburg Mission and report those as an open update at our monthly board meetings
- g. Bike and Pedestrian Commission: We're in the middle of looking at our new bike and PED plan. Steve and Tony on the committee and we had a meeting. Kelly was there two weeks ago and we've waiting to get feedback from the consultants and hopefully it will be done.

I. Adjournment at 8:30pm

J. Next Meeting is April 28th – Fitchburg Senior Center

Addendums

A. Treasurer's Report – Steve *(thru 3/31/2025)*

Checking balance \$18,269.52; savings balance \$1803.23

Last month we spent \$58.35 on magnetic name badges for board members and advisors to wear at events and \$100 for fees for two Bicycle Friendly Business applications (Inventure Capital's Terrace Point and Bela/Ochalla Springs locations). We received \$102 cash from the raffle at Bike-O-Rama and \$147.52 from Melissa Wilkerson's Facebook birthday fund-raiser for Cycling Without Age Fitchburg, and \$30 in registration fees for ¡Pick Me Up at the Border! 2025.

There were no changes to the inventory, which is valued at \$155 and includes dew rags and Bicycle Benefits materials.

The checking account balance includes restricted amounts:

- i. \$882.66 from the AARP grant for Greenway System signage (unchanged),
- ii. \$14,508.48 in the Kyle Stiegert memorial fund (unchanged),
- iii. \$557.23 in the Cycling Without Age fund (increased \$249.52), and
- iv. \$30 in registrations for ¡Pick Me Up! (increased \$30).

Our net worth has dropped \$158.35 to \$4249.33.

I have a birthday fundraiser running on Facebook for Cycling Without Age Fitchburg that has earned \$126, less fees, so far. It will run through April 14 (<https://www.facebook.com/donate/2086648938741133/974137684905221/>). Give me a birthday gift by contributing!

B. Social Media Update – Steve

Date	Facebook Forum members	Facebook page likes	Facebook page followers	E-mail addresses to add	E-mail list addresses	Instagram followers	Threads followers
2018-06-25	274	14					
2019-01-15	325	114		131			
2020-04-29	380	256		181		113	
2021-01-14	446	334		218		128	
2022-03-28	515	527	581	200	22	207	
2023-01-23	562	562	618	200	71	240	
2024-01-22	627	631	712	0	349	290	40
2025-02-18	667	664	753	100+	391	332	67
2025-03-25	669	660	749	100+	389	334	68

C. Agenda Change Proposal

Bike Fitchburg Agenda Proposal

Mark Wilkerson - March 24, 2025

Summary

From the Plan 2025 Survey and subsequent conversations some commonalities arose regarding our board meetings. During our February board meeting we ratified including a meeting timekeeper and disposition guidelines for agenda time overruns. (See Feb 2025 minutes for details). The board also granted me privileges to continue to drive change as determined by Plan 2025.

Several members have indicated a desire to be able to make the meetings more effective and some have indicated a desire to reduce meeting time from 90min to 60min. These are not diametrically opposed requests.

Here is a proposal for your consideration with respect to the execution of our future board meetings.

Board Meetings - A Focus change from Updates to Decision Making

Migrate from an agenda that is heavy on status updates toward an agenda that focuses on tactical decisions to ratify current project work or strategic decision making that provides improvement for the future while providing time for constructive conversation on these decisions.

We have already proven that taking an “update type agenda item” and moving to the “open agenda topic” works. We have done this with the monthly treasurer report. The treasurer submits a written report to the secretary who then publishes that report in the monthly meeting minutes as an addendum. Any questions or issues are addressed via email (preferred) or as part of the meeting minutes approval motion in the next month board meeting.

Implementation – This month, March 2025, I have moved 7 standard update type agenda items to the “Open Agenda” topic. These updates have often taken up half of our meeting time in general conversation with no decisions as a resultant outcome.

Any “open agenda” updates should take less than 2 minutes.

- **FOCUS ON SIGNIFICANT EVENTS or HELP NEEDED during open agenda time.** You are not obligated to provide an update verbally during the meeting, but each topic owner should submit “monthly written updates” to be included in the minutes.
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[illegible]

An additional suggestion not connected to the above agenda proposal

Board President (or acting) to assume role as timekeeper for board meetings. They already manage the agenda execution.