



BIKE TO WORK DAY COMMITTEE

Thursday, February 20, 2020
1:00 – 1:30 P.M.

GoTo Meeting

Computer, tablet or smartphone: <https://global.gotomeeting.com/join/545187885>

or

Dial in: 1 866 899 4679

Access Code: 545-187-885

AGENDA

1. Welcome
2. Sponsorships
 - a. Budget - \$11,000 / Raised - \$14,000
 - b. Ideas for additional funds
3. Key Dates

Thursday, Mar 19*	Deadline to submit pit stop information (available day event goes live)
Thursday, March 26	BIKE TO WORK DAY 2020 REGISTRATION OPENS!
Thursday, April 16*	Deadline for final sponsorships (web acknowledgement only) Deadline for additional pit stops
Friday, May 15	BIKE TO WORK DAY 2020!

*Deadlines for committee members

4. Pit stops
 - a. Google Form via portal (must have login: <https://biketoworkmd.com/user/login>)
 - b. Word Doc
5. Communications Plan
6. Graphics / Posters Update
7. General Discussion
8. Adjournment

Next Meeting –Thursday, March 19, 2020