**Colorado State University**

**Alternative Transportation Fee Advisory Board Academic Year: 2023-2024**

Date of Meeting: 10/16/2023

Ram’s Horn Conference Room

Recorded by: TH

1. **Call to Order – 5:30pm**
2. **Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| Name  | Title  | Affiliation  | Present?  |
| David Wise | Chair  | Executive Board  | Y |
| Zachary Cramton | Vice Chair | Executive Board  | Y |
| Cady Gebhart | Financials | Executive Board | Y |
| Trevor Hale | Secretary | Executive Board  | Y |
| Haydyn DeasonSofia Hiller | Representative Alt  | ASCSU At Large  | Y |
| Evan Welch | Representative   | ASCSU At Large  | Y |
| XXXX | RepresentativeRepresentative / Alt    | Ag Sciences  | Shadowing rep |
| Brian DeeganAndy Goeke | Representative Representative / Alt   | Business  | Y |
| Rachel HernandezXX | Representative Representative / Alt  | CVMBS  | Y |
| Derek CampbellXX | Representative Representative / Alt  | Engineering  | Y |
| Justin HudsonMegan Franke | RepresentativeRepresentative / Alt  | Graduate School  | Y |
| McAllister JohnsonXX | Representative Representative / Alt   | HHS  | Y |
| Alexandra ZegaXX | RepresentativeRepresentative / Alt    | Liberal Arts  | Y |
| Rachel JacksOmar Soliman | RepresentativeRepresentative / Alt    | Natural Sciences  | Y |
| XXXX | RepresentativeRepresentative / Alt    | Undeclared   | N |
| Alex GibbsLink Warren | RepresentativeRepresentative / Alt   | Warner College  | Y |

Has Quorum Been Reached? Yes [x]  / No [ ]

*“Quorum shall consist of seven (7) voting members”.*

[ATFAB Bylaws, Article V, Section 5](https://atfab.colostate.edu/atfab-bylaws/)

*“Voting members shall consist of student members of undergraduate college councils, a student member from the Undeclared Leadership Council,  a student member from the Graduate School Council, and two student-at-large members. Associate members shall not have voting rights unless the primary representative from their area of affiliation is not present to vote.“*

[ATFAB Bylaws, Article III, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

1. **Open Items**
	1. Approve Minutes from Previous Meeting
		* Motion to approve by Secretary, seconded by Vice chair
		* Approved by unanimous consent
2. **New Business**
	1. **Presentation: The Spoke 2023 update by Heather Reimer**
* **HDS matching**
	+ **Matched almost #5k for move-in week staffing**
	+ **Provide the space at the Pavilion**
	+ **Provide communications—including means for tipping/donating to Spoke**
* **Staffing**
	+ **Currently 15 student staff**
	+ **4 apprentices returned as mechanics this semester**
		- **Spring Apprentice program was super helpdful for ensuring a good staff this year**
	+ **4 mechanics at all times, wage increases led to cost increases from ‘22**
* **Mobile shop**
	+ **Average of 47 engagements in 2-hour period, 1342 in Spoke history**
	+ **10 locations across campus focusing on entraces to main campus**
* **Bike rentals**
	+ **Fleet of 176 bikes (121 + 55 bought last year)**
	+ **All 121 were rented out by the beginning of fall 22**
	+ **Rise in theft led to some rentals being lost, damaged, etc.**
* **The shop**
	+ **Increase in engagements since last year**
	+ **Increase in returner usage**
	+ **About even split between on and off campus students**
	+ **Skewed towards 1st and 2nd year students**
	+ **Surveys show 5 star satisfaction**
	+ **Safety survey: Helmet usage varies greatly, most bikers are registered with CSUPD**
* **Feedback from student engagements**
	+ **Pitkin east of Newton statue**
		- **2 bikers have been hit and came to Spoke to fix bike**
	+ **Newton Statue**
		- **Super congested**
		- **Bikers and peds unsure about mixed-use space**
	+ **Nutrien trail in between Ag Science and Plant Growth**
		- **Confusing cross between ped and bike trails**
		- **Very tight**
	+ **Intersection of Plum and Meridian**
		- **Suggestion: add a diagonal path connecting the Vietnam memorial bridge directly to south side of Parmalee**
	+ **Amy Van Dyken and Oval**
		- **Dangerous to turn left towards the LSC**
		- **Most bikers go straight against traffic on the Oval**
	+ **Hughes intersection adjacent to library**
		- **Chaotic**

**Questions**

* **Vice chair**
	+ **75% of bikes are registered with CSUPD. Has been increasing this year due to U-lock program**
* **Liberal Arts: is there data on bike lights?**
	+ **Colorado law requires a bike light at night**
	+ **Most people don’t know that**
	+ **Could add as a question to the survey**
	+ **Cost of good lights are very expensive**
	+ **Spoke gives options for students deciding which lights to get**
* **Engineering: did safety fair engagements reach stop-bys or people who were looking for something specific**
	+ **The safety fair was more passerbys**
	+ **Spoke cannot sell services on the LSC lawn due to their rules**
	+ **Most engagements involve getting the message out to people who have no idea what the spoke is**
* **Liberal Arts: is there a map of all the fix-it and pump stations across campus?**
	+ **Yes, map.colostate.edu has those things on there**
	+ **All stations have a QR code if something is broken**
* **Business: clarification of Pitkin accidents**
	+ **Good protocol for getting in a bike accident: stay put and call PD for insurance reqs**
* **Warner: many residents in Summit wait for Spoke to come to Summit but it doesn’t happen often.**
	+ **The mobile shop at AV is meant to hit those south campus residents**
	+ **Ideally there can be a permanent location on south campus**
* **Engineering: Have you considered advertising in resident halls?**
	+ **We advertise through digital screens in the halls**
	+ **Shift to more off-campus students may just be a balancing of the scales**
	+ **We see that having mechanics in a certain population (grad students for example) will draw others from that group.**
* **Chair: what is the distribution of mechanics’ class**
	+ **There’s a good distribution from freshmen to senior**
* **Liberal Arts: have you considered mobile shops on South campus or Foothills?**
	+ **We have done University village and other outlying residential areas**
	+ **We could definitely do outlying areas as long as we have a sponsor to make sure we get engagements**
	+ **It might have to look different, because mobile shop is 500 pounds**
* **Business: how often do you have to turn away bike rentals?**
	+ **Part of the revenue from the rentals is used to invest in more.**
	+ **There’s a waitlist of 15-20 people**
* **Engineering: have you considered aggie village mobile shop?**
	+ **We’ve never done one there, but we haven’t ruled it out**
* **Vice chair: last year there were talks of getting an eBike. Did that happen?**
	+ **We couldn’t find one, but we got some extra money that we set aside for an eventual Ebike**
* **Vice chair: have you considered using ATVS to pull the mobile shop**
	+ **Were’ talking with HDS about getting an electronic Tricycle with storage space to reach outlying areas for the mobile shop**
* **Warner: can you take donations for the bike rental program to offer affordable options? Even just donations of parts or partial bike frames?**
	+ **There used to be subsidized program**
	+ **Bikes that get left on campus get clipped and get sold at a discounted rate through Surplus and end up being really affordable options.**
1. **Meeting Adjourned**
2. **Template for Roll Call Vote:**

*“All members specified in Article III section 1 shall have one vote. Quorum must be present before a vote can be taken. Votes should be based on funding rules articulated in Article VII. A majority (more than half) of the present voting members must vote in the affirmative for an item to pass, else it fails.”*

[ATFAB Bylaws, Article VIII, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

*“In the event of a tie, the Chairperson should break the tie with a vote.”*

[ATFAB Bylaws, Article VIII, Section 4](https://atfab.colostate.edu/atfab-bylaws/)

|  |
| --- |
| Motion to …Motion proposed by … |
| Name  | Title  | Affiliation  | Vote  |
| David Wise | Chair (tiebreaker) | Executive Board  |  |
| Zachary Cramton | Vice Chair | Executive Board  |  |
| Cady Gebhart | Financials | Executive Board |  |
| Trevor Hale | Secretary | Executive Board  |  |
| Haydyn Deason | Representative   | ASCSU At Large  |  |
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| XXXX | RepresentativeRepresentative / Alt    | Undeclared   |  |
| Alex GibbsLink Warren | RepresentativeRepresentative / Alt   | Warner College  |  |
| Result | The result of the motion is … |