



**BIKE TO WORK DAY STEERING COMMITTEE  
MEETING NOTES  
September 14, 2022**

**1. Introductions**

Committee members, guests, and other attendees introduced themselves by name and affiliation.

**2. Meeting Minutes Approval**

The minutes from the May 11, 2022 meeting were approved as written.

**3. Change of Chairperson**

Each year the Chair position for the Bike to Work Day Steering Committee is rotated between the District of Columbia, Maryland, and Virginia. Daniel Hoagland, NoMa Business Improvement District, was announced as the new Steering Committee Chair for the Bike to Work Day 2023 event. Dan Sheehan, COG/TPB staff, presented a plaque to Cindy Roeder, Town of Herndon, to recognize her service as Bike to Work Day Steering Committee Chair for 2022.

**4. 2022 BTWD Event Recaps from Pit Stop Managers**

Pit stop managers provided recaps on activities surrounding their local Bike to Work Day events held on May 20, 2022.

**5. 2022 BTWD Slideshow**

A slideshow of photographs provided to COG/TPB staff by various pit stop managers was shown. The presentation provided a fun visual look of local 2022 Bike to Work Day events which took place throughout the Washington metropolitan region this past May.

**6. 2022 BTWD Event Draft Report**

Mark Hersey, COG/TPB staff, presented the 2022 Bike to Work Day Event draft report. The report provides a recap of activities surrounding the annual event including acknowledgements, sponsorships, highlights from local pit stops, employer participation, regional proclamation, marketing materials, social media, and media coverage. Committee members were asked to review the draft document and submit

any edits to [docomments@mwcog.org](mailto:docomments@mwcog.org) by October 23, 2022 by close of business (5 p.m.).

**7. 2023 BTWD Event Date**

Bike to Work Day Steering Committee members were asked to save the date for the 2023 Bike to Work Day event, established as Friday, May 19, 2023.

**8. Other Business**

The next Bike to Work Day Steering Committee meeting is scheduled for Wednesday, November 9, 2022, from 10:00 am to 11:30 am.