

**Bike to Work Day Steering Committee
Meeting Notes Wednesday, September 10, 2008**

1. Introductions

2. Change of Chairperson

Robin Briscoe from Tri-County Council for Southern Maryland was appointed Chairperson for the 2009 Bike to Work Day Steering Committee meeting. Eric Gilliland from the Washington Area Bicyclist Association was recognized as the outgoing 2008 Chairperson. Commuter Connections presented a plaque in recognition of his service. WABA representatives were on hand to accept the plaque on Mr. Gilliland's behalf.

3. Approval of Minutes from May 14, 2008 Meeting

The minutes were approved as written.

4. 2008 BTWD Slideshow

A photo slideshow of the 2008 event was shown along with commentary provided by the pit stop managers.

5. 2008 Event Recaps from Pit Stop Managers

Pit stop managers gave brief updates on their May 16, 2008 event.

6. 2008 Employer Challenge

The new guidelines for the 2008 Bike to Work Day Employer Challenge called for a raffle approach with the top five companies (by number of bicyclists) being eligible. With at least 90 known registrants, Orbital won the random raffle as one of the top five employers with the highest participation in the 2008 Bike to Work Day event. Orbital is located directly along the W&OD Trail and heavily supports the Sterling Virginia pit stop. Other bike friendly employers in the top five group included National Institutes of Health, America Online, The Environmental Protection Agency and the University of Maryland.

On June 26, 2008, representatives from the Metropolitan Washington Council of Governments' Commuter Connections program, Washington Area Bicycling Association and Loudoun County Transit Services were on hand to recognize Orbital's achievement. Sr. Facilities Manager, Patricia C. Najera accepted the award on behalf of Orbital's Dulles office. In addition to a plaque, Commuter Connections provided a catered lunch for all Orbital Bike to Work Day participants.

To commemorate Bike to Work Day accomplishments of small and mid-sized companies, Commuter Connections also awarded plaques to companies with the highest participation at various employee size levels.

7. 2008 BTWD Draft Report

Mark Hersey from COG presented the 2008 Bike to Work Day draft report. Mr. Hersey asked that concise summaries be provided by each pit stop manager who has not yet done so and noted that edits to the report are due back by October 31, 2008.

8. Other Business/Suggestions for Next Meeting

Phil Koopman announced that he has sold his stake in City Bikes.