



MEETING NOTES
BIKE TO WORK DAY STEERING COMMITTEE
September 8, 2021

1. Introductions

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

2. Approval of Meeting Minutes

The minutes from the May 5, 2021 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. Cindy Roeder, Town of Herndon, was announced as the new Steering Committee Chair for the Bike to Work Day 2022 event. As incoming Chair, she presented a plaque to recognize out-going Chair, George Clark, Tri-County Council for Southern Maryland, for his service in 2021.

4. 2021 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 21, 2021.

5. 2021 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 2021 Bike to Work Day events which took place throughout the Washington metropolitan region this past May.

6. 2021 BTWD Event Draft Report

Mark Hersey, COG/TPB staff, presented the 2021 Bike to Work Day Event draft report. The report includes acknowledgements, sponsorships, highlights from local pit stops, employer participation, proclamations, marketing materials, social media, and media coverage. Committee members were asked to review the draft document and submit any edits to docomments@mwkog.org by October 25, 2021.

7. 2022 BTWD Event Date

Steering Committee members were asked to save the date for the next Bike to Work Day event. May was established as National Bike Month over a half century ago by the League of American Bicyclists. In 2022, Bike to Work Week will occur the week of May 16th; and Bike to Work Day will be held on Friday, May 20, 2022.

8. 2022 BTWD Sponsorship

Planning for the 2022 sponsor drive will begin in October 2021 by updating the regional sponsorship declaration form and solicitation letter. The sponsor drive will officially take place from November 2021 through January 2022.

9. Other Business

The next Bike to Work Day Steering Committee meeting is scheduled for Wednesday, November 10, 2021, from 10:00 a.m. to 11:30 a.m.