**Attendees:**

In-person: Lauren Rushing (BPAC Chair), Peter Borenstein (BPAC Vice Chair), Tanner Pletzke (BPAC Social Media and Community Engagement Officer), Matt Fall (COJ Bike Ped Coordinator), Wiatt Bowers, Lori Roberts, Ernest Smith, James Hopkins, Steve Tocknell (NFBC), John Hammond

Virtual: Mary Noonan, Margaret Tocknell

1. **Introductions and Adoption of Minutes**

* Meeting called to order by Lauren Rushing, BPAC Chair, at 5:30 PM.
* Approval of Previous Meeting Minutes
  + Motion to adopt August 7, 2025 meeting minutes by Peter Borenstein, seconded by Tanner Pletzke. Unanimously approved.
* Membership expanded: 5 new members inducted: Len Burroughs, Ernest Smith, Stephen King, Larry Roberts, Barry Cotter.

**II. Boone Park Update,** Matt Fall, Bike/Ped Coordinator, City of Jacksonville

* Key Points:
  + Boone Park connector shelved; advocacy pivots to a more robust Herschel St CIP project and council engagement.
  + Matt Fall to verify mobility list status and check whether Herschel is on the Mobility Fee Zone projects list and report back
  + Next steps: contact Councilman Peluso (with World Day of Remembrance), coordinate with Public Works, engage Friends of Boone Park to lobby for Herschel.

**III. 501(c)3 Requirements: Bylaws, Conflict of Interest Policy, Bank Account Resolution,** Lauren Rushing, BPAC Char

* Key Points:
  + Articles of Incorporation mailed ~3 weeks ago to the Florida Division of Corporations; typical response 3–4 weeks; no response yet.
  + Approval would establish Bike Walk Jax Incorporated as a nonprofit corporation; mail filing used due to required IRS language not fitting online form.
  + Next step: apply for federal tax exempt status; bylaws recommended for submission; conflict of interest policy required.
  + Planned tonight: adopt bylaws (with amendments), approve conflict of interest policy, and approve bank account resolution to accept event donations quickly.
  + Resolved potential conflict-of-interest concerns by keeping Tanner Pletzke as a non-board, volunteer communications role; he will continue to avoid Bike Walk Jax work on city time/property and recuse where appropriate.
  + Board kept at 3 officers (chair, vice chair, secretary); no 4th officer; add non‑board volunteer communications role
  + Governance: current voting by officers and members; future shift to board‑centric voting anticipated as membership scales (e.g., 500 members).
  + Bylaws will reflect the right of only board members to vote; members will provided the opportunity to vote on priorities via slates put out by the board.
  + Lauren to share adopted bylaws and the indemnification language with Chris Burns for review and incorporate any required edits
  + City meeting space ok for now; plan to move; explore libraries/community centers, banks (e.g., Wells Fargo 6th & 9th), Downtown Jax/Jesse Building; constraints: funds, rentals, tech/AV.
* Action Items:
  + Approved and adopted new nonprofit bylaws and a conflict of interest policy (pending minor legal review).

**IV. Bike Walk Jax Logo**

* Presenter: Mary Noonan
* Key Points:
  + Selected a new logo concept (Option 1); color scheme and minor refinements to follow; will use B&W for immediate needs.
  + Mary to apply spoke symmetry, narrow tire, tighten lettering; provide black-and-white logo for Save-the-Date and iterate color options by next Wednesday
  + Next meeting: vote on final logo and color scheme.

**V. World Day of Remembrance,** Lauren Rushing, BPAC Char

* Event scheduled for Sat, Nov 15, 10:30–12:30, at Artist Square; ceremony lasts 40–45 min.
* JSO confirmed for two speaking roles; media and school outreach initiated.
* Lauren to follow up with Parks permitting to confirm whether the $35 Artist Square fee will be waived
* Lauren to follow up with council members
* Use the black-and-white logo and circulate a save-the-date for the November 15 WDoR event
* Thalia Fuste to email DCPS to invite the superintendent (3–5 minute remarks) and identify potential parent speakers
* Lauren & Thalia will work together to secure a First Coast Connect segment and prepare press outreach
* Media: Lauren will pursue op-ed for Jacksonville Today; press release planned.
* Lauren to send an invite for a virtual World Day of Remembrance planning meeting in about 1.5 weeks
* Next steps: send simple save-the-date; hold virtual planning meeting in ~1.5 weeks; dedicate October BPAC meeting to WDoR; secure victim leads; plan traffic garden (backup bikes; Pedaling for Safety support).

**VI. Wrap Up / Upcoming Events / Announcements / Next Meeting Info**

* Next Meeting: October 2, 2025, 5:30 PM.
* Meeting adjourned at 7:00 PM.