



REPORT

From the office of the...

MACycle Director

TO: Members of the Executive Board
FROM: Justin Phan
SUBJECT: MACycle Report #4
DATE: Friday March 13, 2015

UPDATE

Since the reopening of MACycle, students and co-op members have been slowly coming. As it was also the winter, not many members wanted to ride and fix their bicycles. As the spring arrives the number of members per day has rose to approximately four per day who are there for almost the entire time. MACycle now has seven regular volunteers who donate their time on a scheduled basis and another five who drop-in when time permits.

PAST EVENTS, PROJECTS & ACTIVITIES

Last semester on September 24th, 2014 MACycle partnered with Security Services to host another yearly bike auction and garage sale that was a huge success. This joint venture has been a yearly event for more than six years and will continue. MACycle has also partnered with Start the Cycle in order to facilitate the repairs of the bikes for the bike library. A volunteer appreciation dinner was held in the middle of January.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

MACycle will be having more volunteer appreciation events compared to the years before in order to keep volunteers motivated and coming back, as they are a necessity for the service to function properly. A volunteer appreciate dinner will be held before the end of March.

I've been in contact with Chelsea of SoBi Hamilton since November 2014 and we have discussed having an event on campus where the SoBi program is introduced in conjunction with a "Bike Maintenance 101" workshop held by MACycle for students in time for SoBi's March rollout and the spring season. I want this event to be held outdoors so volunteers can bring their own bikes to be used as a demonstration and get involved with the process. Once the spring comes I plan to host a sign-up event where students will be shown the trails of Hamilton and the safest routes to more visited locations such as the Farmer's Market and Locke Street.

BUDGET

	Amount Used (As of December)	Budget 2014 - 2015	Percentage Used (As of December)
Sales Revenue	(9,682.10)	(6,000.00)	161.37%
Other Revenue	(3,060.65)	0	0.00%
Office Supplies	63.87	50.00	127.74%
Telephone	254.98	350.00	72.77%
Photocopying	94.79	0	0.00%
R&M Equipment	1,798.76	0	0.00%
Volunteer Recognition	268.20	0	0.00%
Adv. & Promo	216.50	1,000.00	21.65%
Special Projects	746.03	350.00	213.15%
Parts	8,112.08	10,000.00	81.12%
Wages	10,911.06	15,700.00	69.50%
Benefits	1,056.86	1,250.00	84.55%
Depreciation Expense	181.24	270.00	67.13%
HST/GST Expense	26.34	0	0.00%

CURRENT CHALLENGES

MACycle still faces the challenge of student awareness of the service. The recent shutdown of the service has exacerbated this issue, as the most of the already low number of CO-OP members are not aware of the reopening. I had a brief chat with Jacob about purchasing a banner to hang from the stadium seats above MACycle in order to attract more attention. Teddy also mentioned putting of signage on the bike racks of the campus, which is another great way to promote the service. As spring is almost here, a lot of students will be back on their bikes, a lot of which were left outside in the elements all winter so another challenge will be dealing with the number of people who will need a complete overhaul of their bikes which takes a lot of time and manpower.

SUCSESSES

MACycle's success of 2015 is acquiring over a dozen new volunteers. Most of these volunteers have very little to no experience in bicycle repairs; however, they are all very eager to learn and I'm more than happy to guide them and pass on my knowledge. This is the most amount of volunteers that MACycle has had in the nearly two years that I've been a part of the service. As of March, these new volunteers are able to demonstrate their skills to bicycle maintenance and are able to be self-sufficient with regards to common problems such as replacing a popped tire or recabling a bike.