



# WHITTLESEA BICYCLE USERS GROUP INC.

## Committee of Management Meeting

02-05-2011

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| Attendance.   | Glenn Echardt (Chair), Lee Robinson (Minutes), Maureen Giles, Ashley Sutton, Robert Sutton, Dave Fleming, Kevin Balaam, Nicola Davis, Georgianna Brooks (NTL Project Officer), Tanaya Preece (Tourism Services Officer), Danniella.                    |   |
|---|--|---|
| Apologies.  | Peter Duncombe, Ron Harvey, Gisele Thomson, David Thompson.  |   |
| Meeting Opened.   | 6:40 pm  |   |
| Item  | Notes  | Actions   |
| 1. Previous Minutes.  | <p><u>Motion:</u> That the minutes for the meeting held on 21-03-2011 be accepted with the correction that Item 11 should have read \$42.80 instead of \$10 as the cost of the business cards.</p> <p><u>Moved:</u> Glenn <u>Seconded:</u> Ashley.</p> | Minutes accepted with correction as noted.                                    |
| Business Arising from Previous Minutes. ( ) refer to the previous minutes' Item Number. |  |   |
| 2. (5) BUG Guidelines.  | We need to develop other guidelines for the BUG to follow – things like advertising and other content of our website, requirements to be met for BUG rides to demonstrate our duty of care, etc.   | All to consider.  |
| 3. (6) Committee Development.   | The Committee should develop a questionnaire for our email list to get a better idea of what people want or expect from the BUG. Committee attendance needs to improve and ride numbers are low.   | Peter and Glenn to come up with a questionnaire. Waiting of Peter's return.   |
| 4. (7) Bicycle Count and Degani Ride volunteer money.                                   | A remittance advice for \$450 has arrived.   | Bank account to be checked.<br>Super Sprint to be chased up for Degani money. |
| 5. (8) T-shirts.  | Maureen reported on her investigations with "Embroid Me." \$1500 for 50. Shirt colour restricted to white or light blue with our logo design. Will be more of a dress shirt.   | Nicola will talk to some sports clothing suppliers.                           |
| 6. (9) Cycling Map.   | Peter explained the previous decision not to have the Melways format was based on cost but it is possible it can be looked at again.   | Peter to follow up. Waiting on Peter's return.                                |



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| Financial Report                                |  |   |
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| 7. (10) Income.                                 | \$1,500 from NTL should be in the bank.  | Verify.                                     |
| 8. (11) Bank Signatures and outstanding monies. | Ron's is cheque for Incorporation costs bounced due to new account glitch. Has been fixed and Ron wasn't penalised.  | Completed.                                  |
|   | Nicola to be reimbursed for Business Cards.  | Completed.                                  |
| 9. (13) Grant Use.                              | Georgianna's enquiries into what we can get for our \$50,000 plus other sources of Council money haven't been very fruitful. It is unclear how the \$50,00 has been allocated                            | Completed.                                  |
| 10 (15) Internet Banking.                       | Internet banking with our bank is only a single person/password setup therefore not suitable for us for transactions as constitutionally we cannot operate with one signature.                           | Completed.                                  |
| 11. (21) Charity Rides                          | Peter suggested the Royal Children's Hospital might be an easy charity to start with. It is well known and they will advertise any rides we organise to raise money.                                     | Peter to follow up on his return.           |
|   | Port Melbourne ride not used as a fundraiser, decided to restrict fundraising to the Royal Children's idea for now.  | Completed.                                  |
| 12. (23) Whittlesea Sustainability Expo.        | We have been asked to support the Expo in August.<br>Ideas could include fitness cycles and identifying various cycling routes to Epping Station to encourage locals to ride to connect with the trains. | Committee to consider and develop. Ongoing. |
| 13. (25) Website Update.                        | Whittlesea BUG takes out the domain name <a href="http://www.whittleseabug.org.au">www.whittleseabug.org.au</a>  | Completed.                                  |
| Rides   |  |   |
| 14. Ride Report.                                | Kevin provided a comprehensive written report on the Gellibrand Hill ride 1/5/11 containing ride statistics and a GPS generated map of the actual ride route taken.                                      | Note Only.                                  |



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| 15. (17) Ride Leaders Required.   | May 15 Pascoe Vale – Robert/Glenn   | Completed.                  |
| 16 Next ride.   | TBA.  |                             |
| 17. Future Rides.   | June Ron recommends a ride to Ceres.  | Note Only.                  |
| Meetings  |   |                             |
| 18. Future Meeting Speakers.  | Some suggestions for future meeting speakers/topics:<br>Vic Police Bike Squad<br>Degani<br>BV / Harry Barber<br>Mayor Rex Griffin<br>TAC / VicRoads spokesperson<br>Matt Tilley from Fox FM (an avid cyclist) | Repeated for consideration. |
| 19. Next Meeting.   | Mon 30 <sup>th</sup> May (CoM).   |                             |
| New Business  |   |                             |
| Due to insufficient time no new business was discussed. Agenda item “Jayco Herald Sun Tour” was the topic of discussion at the following General Meeting. |   |                             |
| Meeting closed.   | 7:35 pm   |                             |