

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

25-07-2011 / 01-08-2011*

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* Due to the guest speaker and the number of items discussed the meeting was held over two consecutive Monday nights.

Attendance.	Peter Duncombe (Chair), Lee Robinson (Minutes), Ashley Sutton, Robert Sutton, Nicola Davis, Ron Harvey, Michael Hansford (Visitor from Darebin BUG).	
Apologies.	Glenn Echardt, Maureen Giles, Dave Fleming (Treasurer), Gisele Thomson, David Thompson, Georgianna Brooks (NTL Project Officer).	
Meeting Opened.	6:40 pm	
Item	Notes	Actions
1 Acceptance of the Previous Minutes		
1.1 Previous Minutes.	<u>Motion:</u> That the minutes for the meeting held on 27-06-2011 be accepted as a true record of the meeting. <u>Moved:</u> Nicola <u>Seconded:</u> Robert.	Minutes accepted.
2 Business Arising from Previous Minutes		
2.1 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.	Not discussed.
2.2 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.
2.3 Degani Ride volunteer money.	Super Sprint to be invoiced for \$125.	Dave has invoiced Super Sprint.
2.4 T-shirts.	Committee to pay setup fee (approx \$350) and order 4 T-shirts with the BUG logo embroidered on the front and possibly the back and Bike 'N' Bean on the sleeves (Approx \$45 each) for use by BUG members at the Sustainability Expo.	Peter to arrange a.s.a.p. to have them available in time.

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2.5	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.
2.6	Whittlesea Sustainability Expo.	We have agreed to support the Expo 6-8-11 (10am-4pm).	
		Sausage sizzle times 11:30 – 2:30. Maureen has submitted the paperwork and provided pricing details.	Maureen to purchase supplies. Lee to provide float to Maureen
2.7	Website Update / Email Security and Privacy	Passwords need to be strengthened. At least six characters and a mixture of upper and lower case improves security.	All to note and action.
		A committee only forum to be created.	Ashley
		Bug Docs and forms to be loaded.	Lee to provide minutes once accepted.
		A BUG Newsletter template to be created.	Ashley
2.8	Heritage Bike Ride	Heritage ride has been advertised in the Cultural Heritage Program 2011 for 27 Nov from 10am to 4pm.	Need to sort out insurance issues with Peter.
2.9	Sustainability Awards	WBUG did not win their category. No one attended on our behalf.	
3 Financial Report			
3.1	Treasurer's Report	Dave submitted a report of income and expenditure. Account balance \$7,674.22.	
4 Rides			
4.1	Ride Reports.	10-7-11 Ceres.	
		24-7-11 Koonung	Ride cancelled due to weather.
4.2	Future Rides.	7-8-11 TRAC to Aurora (Creeds Farm) Details required.	Ride leader Lee
		21-8-11 Boathouse Fairfield	
		4-9-11 Port Melbourne	

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	18-9-11 Pascoe Vale	
	24-9-11 (Sat) Figure 8 from Epping Plaza	
	9-10-11 Whittlesea Jayco	
	30-10-11 Mill Parks Lakes (Family ride)	
	13-11-11 Tullamarine	Ron
	19-11-11 Laurimar Estate???	
	27-11-11 Heritage Ride	
	11-12-11 Family Ride (Xmas)???	
	17-12-11 (Sat) ???	
4.3 Bike 'N' Bean Ride	Bike 'N' Bean is planning on holding on-road rides as part of the Whittlesea Jayco festivities. There will be a ride for more serious cyclist and a BUG style ride utilising some of the Jayco route on the Sunday before (9-10-11).	
4.4 Ride Suggestions	Blue Lake.	
	Mill Park to Lower Eltham Park.	
	Twilight rides during Daylight Savings.	
5 Meetings		
5.1 Next Meeting.	Mon 22-8-11 CoM and General Meeting	
5.2 Future Meeting Speaker/Topic Suggestions.	Vic Police Bike Squad	
	Degani	
	Jason Van Hollander from BV	
	Mayor Rex Griffin	
	TAC / VicRoads spokesperson	
	Maureen's friend Tandem ride around Aus.	
	Probus – Promoting Whittlesea, may give a talk.	Peter to provide more details.

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6 New Business		
6.1 Ride Leader Training.	Michael Hansford from Darebin BUG gave the committee an informative talk on Darebin BUG's formal Ride Leader Training process as part of their risk management strategy and desire to ensure that their rides are an enjoyable experience in line with the BUG's aims and culture.	Michael to advise when the next training sessions are available for us to send some members for training.
6.2 WCC	There is a \$5,500 grant to help support refugees. BUG may be able to provide some cycling / bicycle expertise to assist their mobility by riding.	
6.3 Cadel Evans	Ron suggested that we may want to recommend that the new bridge with the track over the Merri Ck in the Galada Tamboore Reserve (from the 'Rusty Bridge') could be named after Cadel in light of his recent popularity.	Peter to see if Council is interested.
6.4 Ring Road Closure	Ashley asked if the Ring Road works as they progressed might be likely to created interruptions, diversions, etc. as they have done around Jacana. We should be involved in any consultation if it happens.	
Meeting Adjourned.	8:30 pm. Due to Michael's presentation and the number of items to be discussed the meeting was split over two consecutive Monday nights.	Meeting re-opened Mon 1-8-11 at 6:30pm.
Meeting Closed	1-8-11 at 8:30 pm.	