

# WHITTLESEA BICYCLE USERS GROUP INC.

## Committee of Management Meeting

03-11-2011

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### 1. Meeting Time and Venue

Meeting was opened at 6:50 pm in the Waterlily Room, Whittlesea Council Offices, after a quorum had been reached.

### 2. Present

Peter Duncombe (President), Glenn Echardt, Lee Robinson (Minutes), Nicola Davis, Ron Harvey and Maureen Giles.

### 3. Apologies

Ashley Sutton, Robert Sutton and Dave Fleming (Treasurer).

### 4. Confirmation of Previous Minutes

The motion to accept minutes for the meeting of the 19-09-2011 was moved by Ron and seconded by Glenn. The motion was accepted.

### 5. Business arising

#### 5.1 Committee questionnaire

Ashley to investigate the use of Survey Monkey. No further information

#### 5.2 Annual General Meeting

New date is now Mon 12-12-11 in the Fountain View Room. Notice required to be given to members 14 days prior as we have no special business to conduct. Ron can contact most people by email and will send a letter to those he can't.

Guest speakers:

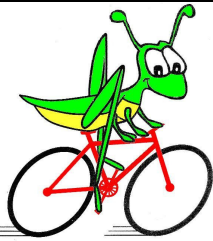
- Karen Leeder, Epping Central Development Project Leader from Council's Planning Area will send her assistant Louise Dewberry, who is a cyclist, to give a presentation on the project.
- Nicola said that the mayor Rex Griffin seemed really interested in local cycling at the Jayco Herald Sun event so it may be worth asking him again. Peter will follow up.
- Whittlesea Council CEO, David Turnbull, or some one else from council with a cycling or planning interest would also be an interesting speaker. Peter to follow up if required.

#### 5.3 Heritage Bike Ride 27 Nov 10am-4pm

Ron to finalise details of ride according to his previous suggestions.

Lee has been in contact with Katelyn Stanyer who shares the Cultural Heritage Officer role with Helen. Currently eight people have indicated they would come although Council plans to ramp up the advertising / promotion of it.

There is still some uncertainty around what support is required from Council for the ride – vehicle, driver, organisation of the food, etc. Peter thought the BUG



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was only supplying the route detail and ride leaders and Council were taking care of the support side. He will email to get clarification.

The BUG will try to see if we can promote it a bit more on the website.

#### **5.4 Cadel Evans Bridge Naming Recommendation**

Nicola reported that the suggestion for naming of the Cadel Evans Bridge had been turned down by Council as it didn't meet the criteria.

#### **6. Rides Subcommittee (Lee, Ron, Robert)**

##### **6.1 Aims**

The aim of the Rides Subcommittee is to provide the committee with a rides program and guidelines that will encourage riding by the people of Whittlesea and encourage riding within the City of Whittlesea.

They planned to achieve this by providing a variety of rides to appeal to a large number of riders and rides that were deemed to be both safe and enjoyable.

##### **6.2 Ride Reports**

Nil.

##### **6.3 Future Rides**

Sun 06-11-11 Tullamarine. Ride Leader Ron. (Rescheduled from 13-11-11)).

Sat 19-11-11 Laurimar Estate.

Sun 27-11-11 Heritage Ride.

Sun 11-12-11 Family Ride (Christmas).

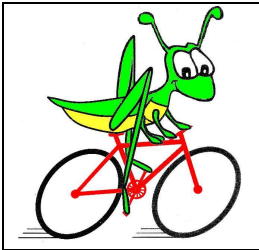
##### **6.4 Ride Guidelines**

Some discussion on the merits of hi-viz vests with Whittlesea BUG identification for Ride Leaders and Back Markers.

A pamphlet was shown on the "Ride Alive" attachment for bikes that placed a light on a horizontal pole to increase the visibility of the cyclists and encouraged vehicles to give cyclists a wider berth. The unit has possibilities, especially for the Back Marker, on evening/night rides and on main roads. Peter to contact them for more information

##### **6.5 Ride Issues**

Ron reported they had one of their riders on Wednesday's twilight ride damaged his bike after contacting a bollard in the middle of the bridge on the path behind TRAC.



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#### **7. Marketing Subcommittee (Maureen, Nicola)**

##### **7.1 Aims**

Nicola said they felt their aims were promote BUG rides and suggest and organise merchandise and other activities.

##### **7.2 Ride Marketing**

Nicola reported she was not getting any advertising for rides lately; she appears to have used up her favours. She suggested it might be worthwhile to see if we were able to do a small cycling / bike related column in the local paper similar to the fishing one currently held. The committee requested she make some enquiries.

#### **8. Finance & Membership Subcommittee (Dave, Ron)**

##### **8.1 Aims**

(Finance) Record transactions for the benefit of members and to meet regulatory requirements and provide financial suggestions as appropriate.

(Membership) Maintain an accurate membership register and table the names of new members for committee acceptance.

##### **8.2 Treasurer's Report Nil**

##### **8.3 New Members**

Mr Alex Shepherd and Ms Sophie Constantinou.

#### **9. IT & Website Subcommittee**

##### **9.1 Aims**

Provide and maintain a communication portal for BUG members and communicate BUG information in a friendly and engaging fashion.

#### **10. Advocacy Subcommittee (Peter, Glenn, Nicola)**

##### **10.1 Aims**

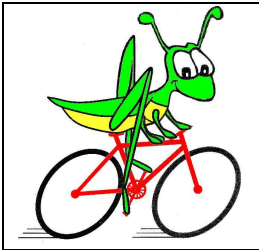
Promote cycling and educate the public and advocate for improved cycling infrastructure in the City of Whittlesea.

##### **10.2 Principle Bicycle Network**

Glenn reported that he had contacted VicRoads to see when it would be released as it would be a pivotal tool when lobbying council for improved bicycle infrastructure. It should be released soon.

##### **10.3 Bike Futures Conference**

Nicola wondered if there had been any feedback as Council were to attend this. Peter to make some enquiries.



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#### **11. New Business**

##### **11.1 Grants**

DPCD Support Grants available for Community Infrastructure Projects up to \$500,000, Community Infrastructure Planning up to \$30,000 and Community Initiatives Projects up to \$50,000.

Peter's suggestion for these grants is looking at waypoint signs with the BUG logo on them & lighting for the new shared path as part of the SMREP. The signage could show distance to major landmarks, facilities, emergency services, roads, etc. The lighting I propose is solar LED lights mounted in the path. Benefits are no impact to residents & virtually vandal proof. Peter to follow up

Nicola reported she has had no further feedback on her Community Safety Grant Application for Ride Leader Training.

##### **11.2 Automated Emails**

Ron wondered which distribution list the automated rides reminders went to. Peter to enquire.

#### **12. Future Meetings**

##### **12.1 CoM Meetings**

The next CoM will be Wed 23-11-11 prior to the AGM.

Future meeting will be held on the last Monday of each month except December.

##### **12.2 General Meetings**

AGM Monday 12-12-11 in the Water Fountain Room.

#### **13. Meeting closed 8:30 pm**