



WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting Minutes

25-06-2012

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1. Meeting Details

1.1 Meeting Time and Venue

Meeting was opened at 6:35 pm in the Waterlily Room, Whittlesea Council Offices.

1.2 Present

Peter Duncombe (Chairperson), Glenn Echardt, Dave Fleming, Lee Robinson, Ashley Sutton, Robert Sutton, Ron Harvey, Paula Denny, Geogianna Brooks (Whittlesea NTL).

1.3 Apologies

Maureen Giles, Tori Pearce, Nicola Davis.

2. Previous Minutes

2.1 Confirmation of Previous Minutes

The motion to accept minutes for the meeting of the 28-05-2012 was moved by Dave and seconded by Robert. The motion was accepted.

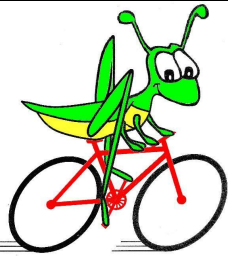
2.2 Business arising from Previous Minutes

- WBUG Survey – Ashley has redistributed the PDF of the survey results. Ashley gave a brief summary of the results indicating some interesting information to be gleaned.
- Cycling Confidence Training – Ron had pamphlet to show what Darebin are offering and what he is considering.
- Thomastown Parkiteer – No actions came out of this item but Peter added that he had seen vandalised bikes at the exposed bike hoops at the station recently. Ron reinforced Lee's comment that the Parkiteer cage at Thomastown was not immediately visible.
- BNV Bicycle Project Survey – Lee had informed Peter that the survey required answers based on a specific bicycle project and therefore he was not able to respond to the survey on the BUG's behalf.

3. Rides Subcommittee

3.1 Ride Reports

- Thursday 31 May - On a fine morning 3 ladies and 4 men from the U3A group rode to Pentridge Village via Merri Creek. On the return journey we stumbled on a great new coffee shop in Elizabeth St, opposite the Newland estate (old Kodak site). Distance about 25 km.
- Saturday 2 June - On a pleasant afternoon, 11 men and 1 lady rode a 28 km loop out through Bundoora, Watsonia, LaTrobe Uni, Kingsbury, Reservoir and back to Thomastown.



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- Thursday 7 June - Good weather for a ride. 9 members of the U3A group rode out through Campbellfield and Reservoir. About 25 km.
- Saturday 9 June - In wintery weather, 8 riders braved the conditions for a 22 km ride out to Bundoora and Mill Park.
- Thursday 14 June - 8 U3A members had a good ride out through Plenty Gorge Park and Mernda with a great coffee stop at Carome Homestead Restaurant.
- Saturday 23 June - In good weather, 8 of us rode out to a loop around the Mill Park Lakes. Unfortunately there was an accident on the return leg. See separate report. Distance, about 23 km.

3.2 Future Rides

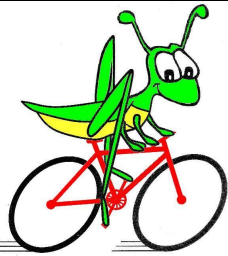
- Ron's Ride Program – Ron presented his combined WBUG and U3A rides program up to the 1st September. There are a couple of spots to be filled to encourage others to lead rides. Ron is happy for anyone to take over any of the rides he has nominated himself for, he will supply the map.
- Goulburn River Rail Trail – (Glenn) Rode part of this recently and is considering creating a BUG ride.
- Warburton Rail Trail – (Ron) U3A will be a riding on part of this trail during the September School Holidays.
- Heritage Ride Oct
 - Budget
 - Rider leader required, Ron can't make it.

3.3 Ride Guidelines

- BUG Guideline Document – Lee as not progressed on this, distribute as is, copy given to Ron and soft copies to be sent out.
- Pre-ride Checklist – Ron to consider creating a checklist of items to be covered with the group prior to riding, such things a signalling protocols, regrouping points, etc.

3.4 Ride Issues

- Hi-visibility Vests – The four breathable High-visibility vests purchased by Nicola were available at meeting.
- Humevale Hill – (Lee) Rode it on Sunday and it is OK now. Sent an SMS to Maurie Abbot, the concerned cyclist who emailed the BUG.
- Ride Accident Sat 23 June 2012 (Ron) - Unfortunately we had an accident on Saturday's ride. A first time rider with the group rode into the back of a parked car receiving a cut above his left eye. We used a pad from the BUG first aid kit as a temporary covering. His wife who was on the ride phoned for an ambulance. He was taken to the Austin Hospital where he received 6 stitches in the cut and was kept 6 hours for observation. He is home now and except for a badly blackened eye and the stiches, he is OK.



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A more detailed accident report has been submitted.

Lessons for the BUG:

- The importance of a back marker (Tail-end Charley) to always have some one who is aware of what is happening at the rear of the group. Communication with the ride leader can be difficult but at least some one is there to provide assistance.
- The first aid kit proved useful and adequate in this case.
- The person had a medical condition which may have contributed to the accident. Should we ask riders about these things?
- Fortunately a family member made the ambulance call taking the decision away from the BUG/Ride Leader – do we have guidance on this for our ride leaders? Do we have it as part of our ride conditions that we reserve the right to call an ambulance?

4. Marketing Subcommittee

4.1 Ride Marketing

- Can we buy space in the local paper – can grant money be used for this? Can we fund it from local businesses or other means?

5. Finance & Membership Subcommittee

5.1 Treasurer's Report

- Treasurer's Report was tabled – Bank balance is \$8,922.96.
- City of Whittlesea Community Grant – this grant of \$5,500 received in May 2011 needs to be accounted for and therefore will show as a liability in this financial year. Georgianna will attempt to get clarification about what we can spend it on.

5.2 Finance/Fundraising

- Super Tuesday Donations - \$350 received from BNV. Thank you to those who nominated the BUG.
- Income from Membership – Next year should be approximately 65 members x \$5 = \$325.
- Other Fundraising Suggestions – Paula suggested local businesses might be sources of funding, they may wish to buy advertising space on our website, on WBUG jerseys, etc. Paula will produce an example funding proposal package to consider.

5.2 Membership

- New Members – The following new members were accepted by the committee: No new members.
- Membership Renewal – Ron to email members to advise them that the \$5 renewal fee is due at the start of the new financial year. Ron to provide banking details for electronic funds transfer – remind people to put their name in the comment field so we can track who has paid.



6. IT & Website Subcommittee

- Photo for Website Banner – Ron attempted to get one but his camera battery was flat. Will try again.
- Website Front Page Wording – Some suggestions have been supplied between meetings.

7. Advocacy Subcommittee

- Whittlesea Council Submission – due this Friday.
 - The proposed link from Thomastown Station to RMIT has 80% of the budget allocated to it. Is this the best use of the bulk of the money. South Morang Station is closer.
 - Proposed expenditure equates to only \$2.25 per person, well below the average for this area.
 - Glenn has a submission almost ready to submit but is happy for any last minute inclusions from other BUG members. Glenn to supply links.
- City of Whittlesea Integrated Transport Strategy
 - The bicycle strategy will form part of this.
 - WBUG should have representation.
 - Glenn to send out to the committee for comment by 4th July – have the most important issues been identified?
- TAC Grant
 - Peter had discussion with Dysons on advertising, waiting on them to get back to him.
 - Need VicRoads' sign specifications.

8. Committee Guidelines

No new guidelines tabled.

9. AustCycle

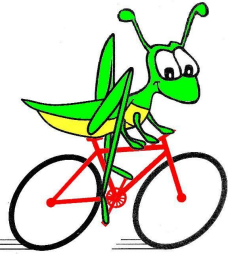
No report.

10. New Business

10.1 Transport Connections Innovation Fund

WNTL has funding for two projects looking at active transport in growth areas and requires a BUG member in each reference group.

- Laurimer / Mernda
- Epping North.



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11. Future Meetings

11.1 CoM Meetings

The next CoM will be Monday 30-07-2012 at 6:30pm.

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

11.2 General Meetings

AGM Mon 10 September.

12. Meeting Closed 8:45 pm