



WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting Minutes

27-08-2012

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1. Meeting Details

1.1 Meeting Time and Venue

Meeting was opened at 6:40pm pm in the Waterlily Room, Whittlesea Council Offices.

1.2 Present

Peter Duncombe (Chairperson), Ashley Sutton, Dave Fleming, Glenn Echardt, Lee Robinson, Robert Sutton, Ron Harvey

1.3 Apologies

Nicola Davis, Paula Denny, Tori Pearce, Geogianna Brooks (Whittlesea NTL).

2. Previous Minutes

2.1 Confirmation of Previous Minutes

The motion to accept minutes for the meeting of the 30-07-2012 was moved by Dave and seconded by Robert. The motion was accepted.

2.2 Business arising from Previous Minutes

- All items are covered in their appropriate sections.

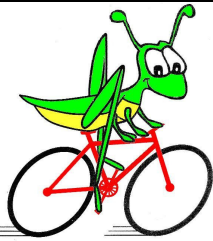
3. Rides Subcommittee

3.1 Ride Reports

- Sun 26 Aug – 13 riders left from the Council Offices to ride to Mernda.

3.2 Future Rides

- Sun 9 Sep – University Hill to the start of the Eastlink Freeway. A little more challenging than most BUG rides at 62 km with some hills and will take about 4.5 hours. Nearly the entire ride is on bike paths. There is about 10 km of sandy gravel track but it is in good enough condition for road bikes. Robert, our leader for the day recommends you take energy food and plenty to drink. The ride starts at 9.30 am from the corner of Enterprise and Scholar Drives, Bundoora (University Hill).
- 23 Sep – Ladies Ride. Nicola will run a ladies ride – attempting to attract ladies as ongoing riders.
- Sun 7 Oct – Heritage Ride. Ron has gone over the ride with Tori and Helen Sartin from Council. Similar to last year's route. Police hope to provide a talk on the Police Station in the old blue stone council offices. Tori and Helen will check out the ride route on the 7th Aug.
- Sun 28 Oct – Hume BUG Combined Ride. Approximately 16 km mostly off road / quiet roads. Uses Miller St but footpaths available.



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3.3 Ride Guidelines

- BUG Guideline Document – Draft and supplied for committee members to consider. Ron has supplied positive feedback.
- Pre-ride Checklist – Ron to consider creating a checklist of items to be covered with the group prior to riding, such things as signalling protocols, regrouping points, etc.

3.4 Ride Issues

- WBUG Equipment – Peter has a first aid kit and 4 Hi-Viz vests. Ron has the other first aid kit.

4. Marketing Subcommittee

4.1 Ride Marketing

- No report.

5. Finance & Membership Subcommittee

5.1 Treasurer's Report

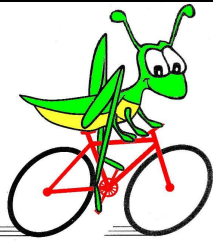
- Treasurer's Report was tabled – Bank balance is \$8,887.96 with liabilities of \$7098.24.
- Financial Accounts – have been audited in preparation for the AGM.
- Investments – Dave to investigate investment options.
- Insurance – Ansvar Insurance Renewal approximately \$665 for \$10 million liability cover. Municipal Association of Vic recommended insurance costs \$760. As we are getting insurance simply to meet Council requirements we should opt for the minimum cost.

5.2 Finance/Fundraising

- Funding Package Proposal and Thoughts – Paula elaborated on the information provided for the last meeting and suggested we would need around 400 members to make her proposals viable. Paula suggested we should consider the following questions:
 - What type of rider are we trying to attract?
 - What do we have to offer?
- CoM Member Profiles - Would be useful to help promote the committee. Paula to come up with a set of questions for each BUG CoM member to answer as part of our profile.
- Communication Plan – to be developed for next meeting.
- New BUG Poster – Ron to come up with a new poster.

5.2 Membership

- Membership Report – 80 members with 37 currently paid up. 110 people on the BUG mailing list.



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- New Members – The following new members were accepted by the committee:
Siradore El-Asmar.
- Bank Details for Membership Renewal – BSB 083 614 Account 184785745 Whittlesea BUG Inc. Need to include your name in the reference field so we know who the money is from.

6. IT & Website Subcommittee

- Monthly Email Newsletter –. Would be used to promote rides, BUG activities and aims.
- Publicity Photos on the Website – Ashley to consider.

7. Advocacy Subcommittee

- Advocacy Chart – Glenn tabled a chart that clarified the BUG's infrastructure priorities and enabled us to gather further information, such as the approximate cost, so that we had a ready reference on hand should funding or other opportunities arise. The committee thanked Glenn for the excellent effort he had done to organise our identified projects/wish list.
- Photos for Website – We need a statement on our ride forms that photos may be taken and used for BUG promotion.
- Signage for Busses – Have grant to cover 6 busses, we need to finalise signage / message.
- Path Signs – Being trialled at Laurimar to indicate safe school routes.

8. Committee Guidelines

- No new guidelines tabled.

9. AustCycle

- No report.

10. Other Business

- Darebin Cycling Strategy – Ron asked if we should be submitting feedback on the Darebin Cycling Strategy as far as connections with Whittlesea paths are concerned, for example Edgars Creek. Ron to send details to Glenn.
- City Of Whittlesea / WBUG Liaison Meeting – Michael Lamers, Traffic Engineering 15 Aug meeting to be rescheduled - T.B.A. Glenn, Paula, Ron and Peter to attend to represent the BUG.
- Better Health Website - Is a pilot project for 6 months. Would like the BUG's feedback. Another place to promote the BUG and our rides. The launch of the website will be in the next local paper, Whittlescene and possibly the Herald-Sun.



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11. Future Meetings

11.1 CoM Meetings

The next CoM will be Mon 24th Sep 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 8:30 pm.