

# WHITTLESEA BICYCLE USERS GROUP INC.

## Committee of Management Meeting Minutes

29-04-2013

Page 1 of 3

### 1. Meeting Details

#### 1.1 Meeting Time and Venue

7:05 pm in the Waterlily Room, Whittlesea Council Offices.

#### 1.2 Present

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

#### 1.3 Apologies

Ron Harvey, Paula Denny, Cr Nicola Davies.

### 2. Previous Minutes

#### 2.1 Confirmation of Previous Minutes

The motion to accept minutes for the meetings of the 20-03-2013 was moved by Peter and seconded by Dave. 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

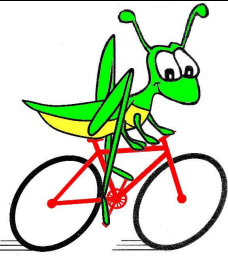
- Sun 7<sup>th</sup> Apr – Montsalvat in Eltham. After a slow start with a difficult to repair puncture, six riders lead by Ron enjoyed a coffee stop at Montsalvat reached via the Diamond Creek Trail. Ride distance was 50km at an average speed of 16km/hr.
- Sun 14 Apr – Rivers café, Yarrambat. A small group lead by Ron enjoyed a well earned coffee at the café at Rivers Garden Centre as a reward for the climb out of Plenty Gorge. This was a short ride of approximately 20km.
- Sat 20 Apr – The scheduled ride in support of the Active Transport Fair was cancelled when the council cancelled the fair.

#### 3.2 Future Rides (Ron)

- Twilight Rides – Postponed until Daylight Savings recommences.
- Saturday Rides – No further rides planned at this time.
- Sunday Rides – Will all now start from the Thomastown Library at 9:30am. First Sunday in the month. It is planned to hold an easy ride of approximately 20km with a coffee stop to cater for newer riders or those of limited ability while the remainder will be rides of 30km – 60km.

#### 3.3 Ride Issues

- Nil



# WHITTLESEA BICYCLE USERS GROUP INC.

## Committee of Management Meeting Minutes

29-04-2013

Page 2 of 3

#### 4. **Marketing Subcommittee**

- WBUG Logo – Nicola and Paula to review BUG logo design and explore options/prices. This was deemed important to maximise marketing potential for the BUG. A strategy report to be submitted by the end of May. On hold as Paula has stepped back from the committee and Nicola currently has a lot of commitments in her role as councillor.

#### 5. **Finance & Membership Subcommittee**

##### 5.1 **Treasurer's Report**

- Report Tabled – Current balance stands at \$7,736.70 with liabilities of \$5,884.88 (unspent grant money).

##### 5.2 **Finance/Fundraising**

- Super Tuesday Bike Counts – Seven people have nominated Whittlesea BUG at \$50 per person. We can expect \$350 from BNV, Dave to submit paperwork.

##### 5.3 **Membership**

- Paid Up Memberships – Paula to contact members by phone or email to encourage them to be paid up. Report on progress to be provided by the end of April.  
No report.

#### 6. **IT & Website Subcommittee**

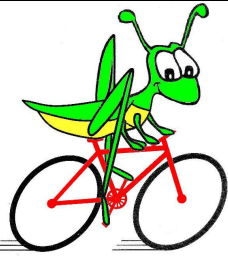
- Electronic Newsletter – This was discussed as a way of keeping in touch with our members. We could aim to send it out early in the month with items brought to and coming out of our monthly Committee Meetings – “Newsletter Items” could become an agenda item. Ashley said he thought he would be able to set up a template but others would need to supply the content. Ashley to investigate further.

#### 7. **Advocacy Subcommittee**

- Stickers – There is approximately \$1,000 remaining from the grant money. Paula and Nicola to consider the feasibility of creating sticker versions of the signs for cars, etc.  
Peter will follow up.

#### 8. **Committee Guidelines**

- Ride Guidelines – Lee tabled his final draft of the guidelines. Guidelines will be finalised at next meeting. Soft copy to be distributed to aid in providing feedback.
- Pre-ride Checklist – Lee reported that he now considered this should be part of the ride guidelines and will come out of the final version of it.



## WHITTLESEA BICYCLE USERS GROUP INC.

### Committee of Management Meeting Minutes

29-04-2013

Page 3 of 3

- Committee Meeting Minutes – whenever possible the minutes should be distributed to committee member within a week of the meeting to give people time to follow up on their actions before the following meeting.

#### 9. AustCycle

- No report.

#### 10. Other Business

- Mernda-Whittlesea Rail Trail – It is believed Nicola and Ron met with Rob Mitchell to discuss Mernda-Whittlesea Rail Trail. No report as yet.
- Whittlesea BUG's Effectiveness – Robert initiated a discussion on what the BUG was achieving as he felt we have meetings with lots of discussion but he didn't feel we were achieving much.

Were we doing too many bits and pieces, would we be better off focussing on a small number of goals and if so what would they be?

Should we have 5 year or similar plans?

How do we work with other cycling groups in our community such as the newly reformed Whittlesea Cycling Club?

Peter to try and arrange a facilitator for our next meeting to help us try to define our goals and direction.

#### 11. Future Meetings

##### 11.1 Committee Meetings

- The next Committee will be Mon 27<sup>th</sup> May 2013 at 7:00pm.
- Future meeting will be held on the last Monday of each month except December.

##### 11.2 General Meetings

- TBA.

#### 12. Meeting Closed 8:05pm.