

## 1. **Meeting Details**

### 1.1 **Meeting Time and Venue**

6:30pm Waterlily Room, Whittlesea Council Offices.

### 1.2 **Present**

Peter Duncombe (Chairperson), Lee Robinson, Glenn Eckardt, , Alan Kenworthy, Graeme Williams, Mark Bullock, Robert Sutton, Ashley Sutton, Rahat Arain, Ron Harvey, Kevin Balaam

### 1.3 **Apologies**

Alison Kenworthy.

## 2. **Previous Minutes**

### 2.1 **Confirmation of Previous Minutes**

Acceptance of the Committee of Management minutes for the meeting of the 30-05-2016 was moved by Graeme and seconded by Mark. Minutes accepted.

### 2.2 **Business arising from Previous Minutes**

- **2.2.1 Membership Form** – Ashley has received feedback. Form ready to be published on our website. Item completed.
- **2.2.2 Travel Smart Map Costing** – Peter reported that the cost of the map is lower than expected and can be covered by the available grants. Item completed.
- **2.2.3 WBUG Tops Other Than Jerseys.** – Peter waiting on Stocklands logo to be able to get a sample top made.

## 3. **Items Placed on the Agenda**

- No new items.

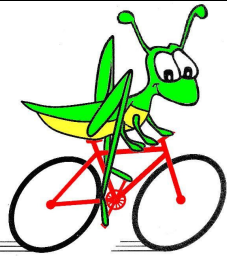
## 4. **General Business**

### 4.1 **Ride Reports**

- **Short Rides** - Alan remarked on low turnout for some of the short rides and only regular riders rather than new riders. He suggested we should consider holding them less regularly in the colder weather and possibly a later start time. Ron added that he would prefer a later start for the shorter rides. Committee decided to keep going until next meeting and if no improvement in attendance we will look at implementing these changes.

### 4.2 **Future Rides**

- Another Rail Trail / over-night ride to be organised. Mark, Graeme, Alison and Alan.  
No further report this meeting.



#### 4.3 Ride Issues

- Two way radios – Mark suggested that they may get used more if a regular ride attendee took charge of the radios and bought them to the rides.

#### 4.4 Merchandise

- New Jerseys - Due to delays caused by organising sponsorship Glenn will contact people who had previously shown interest in jerseys.

#### 4.5 BUG Promotion

- No report.

#### 4.6 Treasurer's Report

- Previous Balance - (30-05-2016) \$15,952.49
- Payments – \$135 Cheque No 54 Mark Aus Cycle training.
- Deposits – Nil
- Current Bank Balance - \$15,817.49
- Super Tue money from BNV being chased up.

#### 4.7 Fundraising Report

- Stocklands Grant – Nothing arrived as yet, Peter will contact Alison.

#### 4.8 Membership Report

- New Memberships – The committee has accepted the following new members to Whittlesea BUG:  
None.

#### 4.9 Newsletter Items

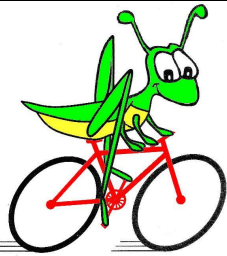
- Quarterly Newsletter - Committee considering producing a quarterly newsletter covering interesting rides, new cycling infrastructure and cycling related events, etc. Committee members all expected to provide an article.  
No further report this meeting.

#### 4.10 Website Report / Issues

- Rides Library - Ashley noted that rides were being added to the Rides Library and wondered what people's impressions were. Lee commented that he found that it worked well and suggested the ability to add some link to related information such as background on the ride/route /places of interest or even accommodation or good coffee stops that people had found. Could be a direct link or downloadable PDF.

#### 4.11 Issues Raised for the BUG's Consideration

- New grate on MacDonalds Road (Kevin) – Peter said that the concerns with orientation of the grating had been reported.



- Glada Tamboore Path Works – Kevin asked if the committee knew what was happening with the works on the path where part of it was being dug up. Peter to see if Council knows anything although it may be in Hume's area.
- Swinging Gate Style Barricades – Graeme reported that Malcolm Johnson (BUG member and Council employee) was looking into the removal of these in CoW. Peter to follow up.

#### 4.12 Council Update

- CoW Budget - Glenn reported that the CoW Budget had been approved. This contained funding for cycling infrastructure improvement such as the major extension of the Darebin Creek path. We now need to keep the Council accountable.

#### 4.13 New Infrastructure

- Nothing to report.

#### 4.14 Other Advocacy Items

- Meeting with LXRA - Glenn reported that the Level Crossing Removal Authority which is responsible for the Mernda rail extension has indicated that it intends to meet with WBUG. Peter to see if he can obtain more information and possibly set up the meeting.

#### 4.15 Committee Guidelines

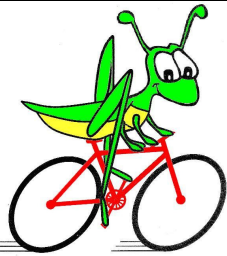
- Pre-ride Checklist – Need to develop a pre-ride checklist to assist Ride Leaders to cover important points/information before a ride starts.  
No further report this meeting.
- Ride Leaders Emergency Response Guidelines – Lee has circulated a draft guideline to assist Ride Leaders for consideration and comment.  
No further report this meeting.
- Incident / Accident Report Form –Graeme has distributed the Cycle Touring Association of WA document as another example that should be more specific to our needs.  
No further report this meeting.

#### 4.16 Correspondence

- Nothing reported.

#### 4.17 WBUG Strategy

- Finalise Vision Statement:  
*Whittlesea BUG envisions an inclusive, diverse, and accepting community where people of all ages and backgrounds cycle for fun and health, and where cycling brings people and neighbourhoods together.*  
Comments and suggestions welcomed for next meeting.
- Start Mission Statement.
- Define values.



- Rahat will create a survey for distribution to try and determine what people want/expect of WBUG to help with the above.

#### **4.18 Other Business**

- Ron's Holiday Cycling Infrastructure Report - Ron commented that he has looked at some of the cycling infrastructure in Copenhagen and the excellent bicycle route numbering system used in Holland and Belgium during his recent trip and felt he could produce an interesting short presentation for our AGM.
- Aus Cycle – Mark said he was looking for some committee members to do a trial run of his training with this Saturday.
- Cycling Maps – Ron wondered if it was possible to get the “informal bike routes” shown on some maps with dotted lines marked on ours. Where does this information come from? Lee to enquire with City of Darebin. Peter to check with the map people.

### **5. Future Meetings**

#### **5.1 Committee Meetings**

- The next Committee meeting will be at 6:30 pm, Mon 25-07-2016 at Armanii's Café Cucina corner of Janefield Drive and Scholars Rd University Hill. Alan to organise.
- The remaining meeting for the year will be held at the Waterlily Room, Whittlesea Council Offices, on the last Monday of the month except December.

#### **5.2 General Meetings**

- To be advised.

### **6. Meeting Closed**

- 8:10 pm