

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

27-06-2011

Page 1 of 4



Attendance.	Glenn Echardt (Chair), Lee Robinson (Minutes), Dave Fleming (Treasurer), Maureen Giles, Ashley Sutton, Robert Sutton, Nicola Davis, Peter Duncombe, Bart (Visitor from BV).	
Apologies.	Ron Harvey, Gisele Thomson, David Thompson, Georgianna Brooks (NTL Project Officer).	
Meeting Opened.	6:40 pm	
Item	Notes	Actions
1 Acceptance of the Previous Minutes		
1.1 Previous Minutes.	<u>Motion:</u> That the minutes for the meeting held on 02-05-2011 be accepted as a true record of the meeting. <u>Moved:</u> Nicola <u>Seconded:</u> Maureen.	Minutes accepted.
2 Business Arising from Previous Minutes () refer to the previous minutes' Item Number.		
2.1 BUG Guidelines.	We need to develop other guidelines for the BUG to follow – things like advertising and other content of our website, requirements to be met for BUG rides to demonstrate our duty of care, etc.	Not discussed.
2.2 Committee Development.	The Committee should develop a questionnaire for our email list to get a better idea of what people want or expect from the BUG. Committee attendance needs to improve and ride numbers are low.	Peter and Glenn to come up with a questionnaire.
2.3 Degani Ride volunteer money.	Dave now has the paperwork to send Super Sprint an invoice for \$125 and exemption from GST.	Dave to invoice Super Sprint.
2.4 T-shirts.	Dave showed some sample shirt styles he had tracked down but due to time constraints discussion was deferred until the next meeting.	Maureen and Dave to continue to follow up.
2.5 Cycling Map.	Peter explained the previous decision not to have the Melways format was based on cost but it is possible it can be looked at again.	Peter to follow up.

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

27-06-2011

Page 2 of 4



2.6 Charity Rides	Peter suggested the Royal Children's Hospital might be an easy charity to start with. Appeal has passed and we have higher priorities. Possibly revisit this when we are a bit more established.	No further action required at this time.
2.7 Whittlesea Sustainability Expo.	We have agreed to support the Expo 6-8-11 (10am-4pm).	
	<p>Sausage sizzle times 11:30 – 2:30.</p> <ul style="list-style-type: none"> - Will be required to provide Halal food and vegetarian burgers. - Quantities suggested by the Council seem optimistic. 	Maureen will submit the required paperwork, clarify quantities and get some meat quotes.
	Have accepted the offer to be an exhibitor at no cost.	Consider what to display. Will need people available.
	Give a half hour presentation. Ideas include puncture repair and demonstration of equipment and clothes relating to cycle commuting, information on bicycle parking at the new stations, etc. in line with the sustainability theme.	Continue to consider ideas.
2.8 Website Update / Email Security and Privacy	Passwords need to be strengthened. At least six characters and a mixture of upper and lower case improves security.	All to note and action.
	A committee only forum to be created.	Ashley
	Bug Docs and forms to be loaded.	Lee to provide minutes once accepted.
	A BUG Newsletter template to be created.	Ashley
2.9 Ride Safety	Darebin BUG happy to accept WBUG people through their Ride Leaders training. Darebin BUG will come to talk to us about it.	
	Nicola has purchased bum bag style first aid kit for rides. Reimbursed by Treasurer.	

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

27-06-2011

Page 3 of 4



2.10 Heritage Bike Ride	Heritage ride has been advertised in the Cultural Heritage Program 2011 for 27 Nov from 10am to 4pm.	Need to sort out insurance issues with Peter.
2.11 Community Safety Grants	Nicola has filled in an application for the grant based on Auscycle training for some of our committee members to be qualified to teach people to ride and some equipment to use during rider training.	Provide any comments as soon as possible.
2.12 Sustainability Awards	We have been invited to the awards but do not know if we are finalists, will not know until some time after 1 st July. Tickets are \$150 each.	We will wait to see if we are finalist before considering attending.
2.13 Whittlesea Council Bicycle Sub-Committee	Committee is on the wain. Georgianna trying to reinvigorate it and would like a BUG member to provide input to it. Unfortunately day time meetings limit many people.	Glenn to request meeting dates to help get a volunteer. Not discussed due time limitations.
2.14 Bicycle Victoria's Meeting with Whittlesea Council	Attended by Nicola. Bart of BV provided Council with information on the tools BV have to assist Council in planning bicycle infrastructure e.g. Bike Scope and an I-phone app to identify where people are riding.	
2.15 Creeds Farm Cycling Promotion	Nicola did a demonstration of cycle equipment and a puncture repair and Maureen set up a BUG information table with support from Glenn and Lee. Not as many people as expected but a good learning experience.	The committee indicated their appreciation of the time that was put into on the BUG's behalf.
3 Financial Report		
3.1 Treasurer's Report	Dave submitted a report of income and expenditure. Account balance \$7,649.02.	
4 Rides		
4.1 Ride Reports.	12-6-11 Craigieburn.	

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

27-06-2011

Page 4 of 4



	26-6-11 Mill Park to Westerfolds Park. Koonung Creek was scheduled but this ride was well attended with good weather, wind wasn't much of an issue. Photos available on website.	
4.2 Future Rides.	10-7-11 Ceres.	Ride leader Robert
	24-7-11 Koonung Creek.	Ride leaders Robert & Glenn
	8-8-11 North Epping (Creeds Farm)	Lee to investigate ride and lead it if possible.
4.3 Ride Suggestions	Blue Lake.	
	Mill Park to Lower Eltham Park.	
5 Meetings		
5.1 Next Meeting.	Mon 25-7-11 at 6:30pm (CoM). Would be a good meeting for Darebin BUG speaker on Ride Leaders Training.	Lee to see if Michael is available.
5.2 Future Meeting Speaker/Topic Suggestions.	Mon 22-8-11 CoM and General Meeting	
	Vic Police Bike Squad	
	Degani	
	Jason Van Hollander from BV	
	Mayor Rex Griffin	
	TAC / VicRoads spokesperson	
	Maureen's friend Tandem ride around Aus.	
6 New Business		
	No new business due to time limitations imposed by the General Meeting at 7:30 pm.	
Meeting closed.	7:25 pm	