

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting Minutes

30-07-2012

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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, Nicola Davis, Robert Sutton, Ron Harvey

1.3 Apologies

Maureen Giles, Paula Denny, Tori Pearce, Geogianna Brooks (Whittlesea NTL)
Maureen has formerly resigned from the committee due to other commitments.

2. Previous Minutes

2.1 Confirmation of Previous Minutes

The motion to accept minutes for the meeting of the 27-06-2012 was moved by Dave and seconded by Robert. The motion was accepted.

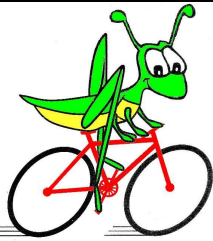
2.2 Business arising from Previous Minutes

- All items are covered in their appropriate sections.

3. Rides Subcommittee

3.1 Ride Reports

- Thu 28 Jun – 8 members rode to Brunetti's in Carlton for coffee – about 36 km.
- Sun 1 Jul – Ride cancelled due to bad weather.
- Mon 2 Jul – 4 members rode to LaTrobe Uni – 28 km.
- Thu 5 July – On a foggy morning, 8 members rode to Craigieburn where we met Kevin who led us on a tour of Craigieburn bike paths – 40 km.
- Sat 7 Jul – 10 members rode out to Cooper St and back via Galada Tamboore trail – 18 km.
- Mon 9 Jul – 4 members rode to Coburg via Moonee Ponds Creek – 35 km.
- Thu 12Jul – 8 members rode to Port Melbourne for lunch at Delish Fish via Moonee Ponds Creek and returning via Light Rail Trail and St Georges Rd – 65 km.
- Sun 15 Jul – Ride cancelled.
- Mon 16 Jul – 4 members rode to Westmeadows and Greenvale – 38 km.
- Thu 19 Jul - 4 members rode to Heidelberg – 30 km.



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- Sat 21 Jul – 8 members rode to Bundoora and South Morang – ride cut short because of bad weather -18 km.
- Mon 23 Jul – 4 members rode to Eltham – 35 km.
- Thu 26 Jul – 10 members rode from the Library to South Morang – 20 km.
- Sun 29 Jul – 9 members rode to the Bike Budget Rally at Abbotsford – 44 km.

3.2 Future Rides

- 9 Sep – Missing Ride. Robert will design and lead a ride.
- 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.
- Sun 28 Oct - Hume BUG Combined Ride. Approximately 16 km mostly off road / quiet roads. Uses Miller St but footpaths available.

3.3 Ride Guidelines

- When to cancel a ride? A general discussion on making decisions based on BoM weather forecasts to allow time to notify people, especially those who only have supplied work emails. The difference between the terms rain and showers and when they are due need to be considered.
- BUG Guideline Document – Draft supplied for committee members to consider. Soft copy to be distributed.
- 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.
- Who can lead rides – Paula requested clarification in an attempt to increase the number of people providing rides. The committee decided that to be a WBUG ride, the ride leader needs to be a financial member for insurance purposes but additionally the committee would also like to be confident in the person's ability. How this was to be determined was not decided.

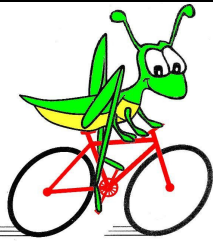
3.4 Ride Issues

- WBUG Equipment – Peter said that he felt we needed a better process to distribute our equipment between ride leaders.
- Earlier Starts for Sunday Rides – Ron reported that he has had the request so riders can have their afternoon free. He will try 9:30 am to see how it goes.

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 \$9057.96 although our liabilities take up most of this.
- Financial Statement for 2011/12 – Has been done and is ready for auditing.
- City of Whittlesea Community Grant – The grant of \$5,500 received in May 2011 currently shows as a liability but we can now absorb it into the TAC grant which will allow us to use it for our insurance.

5.2 Finance/Fundraising

- Funding Package Proposal and Thoughts – Paula has suggested a business sponsor package following a simple model set up of gold, silver & bronze with values to be established. Need to discuss what seems reasonable and what it is we can offer them for each level of contribution when Paula is available. Additionally, minor sponsors may wish to advertise in support of specific events such as "Bike Ed" days, or we may even be able to approach Bunnings, Masters, Woolworths and some of the bigger players locally to gain bigger sponsorship amounts. Community focus and targeted advertising. Do we have a policy on certain business and the ethics of their association - how does it fit with our message for health?

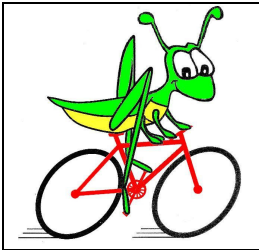
What are we prepared to offer as far as coverage on website, or in time clothing with advertising for purchase? What can BUG members receive from sponsors in return, i.e. discounts %5-10 for loyalty relationship? Can our members receive some form of card as proof of membership? Building business partnerships is really crucial in growing members and a voice for BUG and its projects. Before approaching business, I think it is really important that the member base is grown significantly so that they can see it is worthwhile and there is sufficient interest in the community to make it worthwhile.

5.2 Membership

- New Members – The following new members were accepted by the committee:
Lauchy Denny.
Matt, Dom and Frank Tropea.
John Donaldson.
- 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

- Weekly Email Newsletter – Would it be better to produce a weekly email with BUG updates and issues similar to Hume BUG's rather than bombarding members with individual emails? Committee to consider.



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- Minor Website Updates – Ashley requested and was given permission to make small modifications to the website and report to the next committee meeting.
- Publicity Photos on the Website – Ashley to consider.

7. Advocacy Subcommittee

- Whittlesea Budget Submission – Glenn meeting with the council after submission.
- Integrated Transport Strategy Forums – Being held on the 6th at Thomastown Library that Glenn and possibly Ron will attend and on the 7th at Laurimar that Paula and Peter will attend on the BUG's behalf to ensure cycling is represented.
- Google Map – Glenn had a printout of a “Google” map of Whittlesea that had existing and “wish list” cycle routes marked on it to make it easy to visualise how they fit together.
- Google Map for AGM – will be a good way of making it easy for people at the AGM to understand the issues and get them involved.
- Advocacy Infrastructure Meeting – 20 Aug.

8. Committee Guidelines

- None.

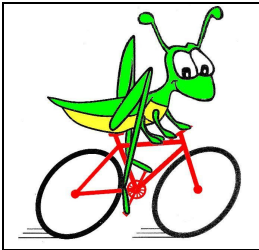
9. AustCycle

- Article in the Northern Weekly (Nicola).
- Update on Bike Ed 29 Jul. (Tori) We had 5 riders in the morning session, plus Lily from Whittlesea Community Connections (WCC) who was a great help! 3 riders were beginner/intermediate so Lily and I worked with them and we concentrated on basic skills such as stopping/starting, turning, and signaling. We finished with a quick ride down the railway path. Nicola took the other 2 riders out for a ride to practise gear changing and other more advanced skills.

We had 3 riders for the afternoon session, 2 of whom had never ridden a bike before. A bit of rain threatened to put a early end to the day but we powered through! Two riders needed smaller bikes than we had, and we discussed using WCC's bikes next time. A successful day!

Lily also expressed interest in a session for the young people (high school age) using WCC's services, which I would be happy to run in the future, maybe when it warms up a bit! Several riders from today would like to come back again, and the 2 intermediate riders may attend a BUG ride soon.

Thanks to Nicola for helping with teaching and the bike maintenance stuff,



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to Lily for her assistance and to Peter and Nathan for making sure we had access to the building and cups of tea!

- Next Aust Cycle Course - 11 Aug is currently proposed for the 30min display @ Doreen & also the Aust Cycle course. If you available for either event please advise ASAP.

10. Other Business

- Active Transport for Growth Areas – Epping North 2 Aug Ron and Dave to try and attend. Mernda/Doreen Reference Group's inaugural meeting to be held 8 Aug.
- City Of Whittlesea / WBUG Liaison Meeting – Michael Lamers, Traffic Engineering 15 Aug.
- Community Information Expo - Doreen and Mernda
 - Doreen – Sat Aug 11th, 2012 at Laurimar CAC, 12 pm - 4 pm.
 - Mernda – Sat Aug 25th, 2012 at Mernda CAC, 12pm - 4 pm.
- Using 'Teamer' as a way of updating members.
- Bike Budget Protest – next protest will highlight the Dalton Rd missing link, we need to be involved with this.
- Out of Pocket Expenses – The committee approved a \$50 payment per annum to Ron to cover the cost of printing maps for rides and related expenses.
- The Cancer Ride – being organised locally has been postponed. Organiser hadn't realised what was involved and will get back to us when he is better organised.
- AGM Ideas – Invite councillors, find out their preferences on cycling issues. Nicola suggest creating a Facebook event. Ben Lomas, comedian? Shannon Johnston, local cyclist?

11. Future Meetings

11.1 CoM Meetings

The next CoM will be Monday 27-08-2012 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 8:30 pm.