

WHITTLESEA BICYCLE USERS GROUP INC.
No. A0055678W

Committee of Management Meeting
26-09-2016

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1. **Meeting Details**

1.1 **Meeting Time and Venue**

6:30pm Waterlily Room, Whittlesea Council Offices.

1.2 **Present**

Peter Duncombe (Chairperson), Glenn Eckardt, Ron Harvey, Robert Sutton, Ashley Sutton, Alison Kenworthy, Alan Kenworthy, Graeme Williams, Mark Bullock.

1.3 **Apologies**

Rahat Arain

2. **Previous Minutes**

2.1 **Confirmation of Previous Minutes**

Previous minutes for the meeting of the 28-08-2016 were not provided.

2.2 **Business arising from Previous Minutes**

Nil as per to 2.1

3. **Items Placed on the Agenda**

3.1 **TravelSmart map update - Peter, Alison**

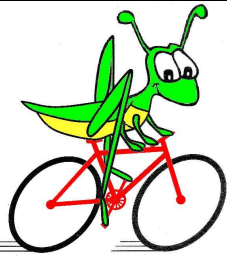
Amanda being the graphics designer was due to return back to work shortly & would finalise the project. The following questions were raised by members of the committee & Peter would provide follow up advice:

- a) Can we amend or add to the map prior to production?
 - a. Email response 28 Sep – Yes however may incur addition cost
- b) Can we view the final product prior to production?
 - a. Email response 28 Sep – Yes
- c) Will the Mountain bike paths be added?
 - a. TBA

3.2 **Banner update – Peter, Alison**

It is proposed to purchase two teardrop banners & one double-sided pull-up banner. Peter will provide quote at next meeting.

- a) Email response 5 Oct - Two double sided teardrop banners printed full colour: \$250 each
Double sided pull-up banner printed full colour: \$375
Please note, the printer will need at least 10 working days for production



3.3 Discuss merchandise i.e. jerseys, polo tops, drinks bottles – Glenn, Alison, Graeme, Robert

Glenn: Advised orders were progressing well but would have to be finalised in the near future. Positioning of logos would also have to be decided.

Alison/Graeme: Advised polo tops were also progressing & provided a sample top. It was decided to proceed with a mock version i.e. BUG & RACV logos, which would be presented at next meeting. BUG would cover the initial \$50 setup fee.

Robert: To source another quote of the drink bottles.

3.4 Darebin Creek flood update – Graeme

Graeme provided a statistical update & continue to pursue the issue & is congratulated for his perseverance.

- a. Email response 12 Oct – Enquiry raised with Melb Water (MW) & assigned case #S-24458
- b. Email 14 Oct – Graeme spoke to MW rep & advised of work to be done however verbal only at this stage.

3.5 Twilight ride clarification – Peter

Peter provided clarity around twilight rides during NON Daylight savings period. He believed rides could still take place but were on the onus of the ride leader & WAS NOT an endorsed or promoted ride of the BUG. Committee voted in favour with the said policy.

3.6 Ride2Work – Peter

Peter advised of the Ride2Work day on Wed 12 Oct & located at South Morang station. Currently Peter, Graeme, Ron & Rahat were volunteering their time.

4. New Business

4.1 Ride Reports

4.2 Future Rides

- Rides Spreadsheet - has been created and records Ride Leaders for future rides, routes will be provided prior to the ride ready for advertising. We plan to have both a Short and Long Ride option each week where possible.

4.3 Ride Issues

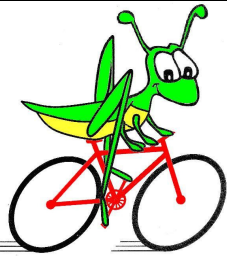
Ron indicated he would like to become a ride coordinator for all short rides commencing 23 Oct. A roster & a library of short rides would be created for the BUG. Ron also requested that the U3A be allowed to partake in our rides.

4.4 Merchandise

- As per agenda items

4.5 BUG Promotion

- As per agenda item.



In addition it was suggested some type of promotional event be located at our stand at the Whittlesea festival in 2017, a spin class was suggested.

- a. This may be of benefit as it promotes eating healthy & keeping fit.
Based in Preston <http://www.bikenblend.com.au/packages/>

4.6 Treasurer's Report

- None provided

4.7 Membership Report

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

4.8 Newsletter Items

Mark asked about media contacts in order to promote the bicycle workshops & using Whittlesea Community officer & also new residents Kit bags. Peter advised he would enquire with council.

- a. Email response provided to Mark listing 4 media contacts.
- b. Email response 28 Sep to Megan Smithwick Community Development Officer - Whittlesea Township for action & acknowledged.

4.9 Website Report / Issues

Robert/Ashley advised of a new social media platform called Meetup. It would allow the BUG to promote their events. Would investigate any cost implications.

4.10 Issues Raised for the BUG's Consideration

4.11 Council Update

4.12 New Infrastructure

4.13 Other Advocacy Items

Disclaimer issue was raised in ref to having children under 18 yrs of age ride unaccompanied. Agreed it needed to be done & Peter indicated he would speak to Siradore for advice.

- a. Social media response 12 Oct to Siradore who has advised I contact his principle for advice.

4.14 Committee Guidelines

4.15 Correspondence

4.16 WBUG Strategy

4.17 Other Business

Insurance -



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1. Future Meetings

1.1 Committee Meetings

- The next Committee meeting will be at 6:30 pm, Mon 31-10-2016.
- The remaining meetings for the year will be held on the last Monday of the month except December.

1.2 General Meetings

- AGM to be held to be held on Wed 30 Nov 2016.

2. Meeting Closed

- 8.15 pm