

WHITTLESEA BICYCLE USERS GROUP INC.

Committee of Management Meeting

30-05-2011

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Attendance.	Glenn Echardt (Chair), Lee Robinson (Minutes), Maureen Giles, Ashley Sutton, Robert Sutton, Nicola Davis.	
Apologies.	Peter Duncombe, Ron Harvey, Gisele Thomson, David Thompson, Georgianna Brooks (NTL Project Officer), Dave Fleming (Treasurer).	
Meeting Opened.	6:50 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> Robert <u>Seconded:</u> Maureen.	Minutes accepted.
2 Business Arising from Previous Minutes () refer to the previous minutes' Item Number.		
2.1 (2) 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.	Has been added as a standard agenda item.
2.2 (3) 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. Waiting of Peter's return.
2.3 (4) Bicycle Count and Degani Ride volunteer money.	BV payment for bicycle count has been confirmed. Nothing from Super Sprint for the Degani Ride appearing in our account. Maureen having trouble contacting them.	Glenn to supply Maureen with a contact in Super Sprint.
2.4 (5) T-shirts.	Maureen reported difficulties in getting further prices over the phone. Need to visit other embroidery people and people like Gerimondo for lycra material. Committee members should have some thing to wear when representing the BUG to give us more credibility.	Maureen to continue following up as time allows.

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2.5 (6) 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. Waiting on Peter's return.
2.6 (9) Grant Use	The \$50,000 is difficult to spot in the Whittlesea budget. Maybe in the Sustainable Transport Strategy.	
2.7 (11) Charity Rides	Peter suggested the Royal Children's Hospital might be an easy charity to start with. It is well known and they will advertise any rides we organise to raise money.	Peter to follow up on his return.
2.8 (12) Whittlesea Sustainability Expo.	We have been asked to support the Expo in August (Sat 6 th 10am-4pm).	
	- Have been given the opportunity of running a sausage sizzle as a fundraiser.	Glenn to find out if we would be required to conduct it for the full time or just around lunch.
	- Have been offered the chance to be an exhibitor at no cost.	Accept offer.
	- Give a half hour presentation,	Accept offer
3 Financial Report		
3.1 Account Balance (Maureen)	\$5,500 & \$1,650 from City of Whittlesea, \$450 from BV.	\$7,649.02
4 Rides		
4.1 Next ride.	12/6/11 Craigieburn.	
4.2 Future Rides.	26/6/11 Koonung Creek.	
	10/7/11 Mill Park to Westerfolds Park.	
	24/7/11 Ceres.	
4.3 Ride Suggestions	Blue Lake.	
	Mill Park to Lower Eltham Park.	
	Epping North.	

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4.4 Rides on Facebook	We should use Facebook Events for rides. Can be also be a method to let people know if a ride has been cancelled.	
5 Meetings		
5.1 Next Meeting.	Mon 27-Jun-2011 at 6:30pm (CoM) and 7:30 pm (General Meeting).	
5.2 Future Meeting Speaker/Topic Suggestions.	Vic Police Bike Squad	
	Degani	
	BV / Harry Barber	Harry Barber very busy, possibly Jason Van Hollander from BV.
	Mayor Rex Griffin	
	TAC / VicRoads spokesperson	
	Matt Tilley from Fox FM (an avid cyclist)	Glenn reported that we are too small a group.
	Maureen's friend Tandem ride around Aus.	
6 General Business		
6.1 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.	Doc to be passed to Ashley when done.
	A BUG Newsletter template to be created.	Ashley
6.2 Ride Safety	See if Darebin BUG will put some WBUG people through their Ride Leaders training.	Lee.
	Investigate bum bag style first aid kit for rides.	Nicola.
6.3 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.

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6.4 Community Safety Grants	Possible use Auscycle to train some committee members to be able/qualified to teach people to ride	
6.5 Sustainability Awards	Update - Glenn has compiled a folder as part of the submission.	
6.6 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.
6.7 Bicycle Victoria's Meeting with Whittlesea Council	Will meet on 9 th June and may push the Council into being more proactive. BV wants to know our bicycle infrastructure priorities.	
6.8 Creeds Farm Cycling Promotion	Holding an environment day this Sunday. BUG to do a bike demonstration 11:30 to 12:00 and man a BUG table/display to talk to visitors.	Nicola will do demonstration. Maureen will be available to represent the BUG but will need some backup.
Meeting closed.	9:10 pm	