

Bicycle Tasmania

Minutes of Ordinary Monthly Meeting 20th October 2011

1 Time and Location

Meeting opened at 7:30 pm on Thursday 20th October 2011 at 6 Rupara Ave, West Hobart

Present

Jeff Dunn (President)

Ambrose Canning (Vice President)

Austin Greenwood (Secretary)

Patsy Jones

Liam Correy

Sally Wayte

Dorothy Dutkowski

2 Apologies

Malcolm Tyler, Kathleen Mohr, Greg Dutkowski, Keith Price, Richard Nichols

3 Confirmation of Minutes of Last Meeting

Motion: that the minutes of the previous meeting held 29th September 2011 be accepted as a true record

Carried

4 Treasurers Report

The Treasurer's report for September-2011, (attached)

Closing balance per September cheque account statement	\$8,308.93
Bendigo Bank Term Deposit	\$10,000.00
Total	\$18,308.93

Motion: That the treasurer's report be accepted and listed expenditure authorised

Carried

5 Membership

Total membership 517. About 20 new memberships since August.

6 Business Arising (from previous ordinary meeting)

Andy	Purchase two first aid kits.	Done.
Austin	Relocate webhosting services	Done.
Committee	Request for all committee members to enter their profile in the Why Ride Campaign website.	Almost done.
Committee	Check with members that they are receiving all the benefits of their membership.	Ongoing
Jeff Liam	Work with BV to rectify problems. Report on progress to the committee at the next meeting.	See General Business
Jeff	Commence the strategic planning process	See General Business
Jeff	Discuss with BV the possible candidates and process for Facilities Development Manager.	See General Business
Patsy	Organise volunteers for bike parking at the Sustainable Living Expo	See General Business

7 General Business

1. BV Issues

No one has reported specific member problems to Liam in the previous month. Sharepoint services will be reinstated soon which is important for maintaining effective communications with Bicycle Victoria. First steps have been taken in the recruitment process for Liam's replacement.

However, the longer term issues discussed at the previous meeting remain unresolved. The possibility of converting existing BV members opting into BT membership, midterm and with equivalent benefits, was discussed.

Action: Liam to discuss and seek resolution with Harry Barber (BV)

2. Strategic Planning progress

Jeff, Alex and Austin have been putting together a rough draft of mission statement and situational analysis to share with the whole committee. The committee will need to develop it from there.

Action: Jeff to circulate draft strategic planning documents.

3. Events

Patsy is coordinating arrangements for valet parking at Sustainable Living Festival and everything is under control. (*note: SLF will provide bike racks. AG*)

Big Ride

Police permit has been received for Big Ride. Insurance certificate of currency still to be received. A new requirement is to ensure that all riders have a **rear flashing red light**. Need to make sure this requirement is advertised on the website. Ambrose will oversee the volunteer effort.

Photo competition. Committee members will seek out sponsorship possibilities for a prize. If not BT will offer a prize of value around \$100.

Posters still need to be printed.

Backup date if event is cancelled due to bad weather is 4th Dec.

Action: Jeff and Patsy to distribute posters

Action: Jeff to obtain certificate of Currency from Insurer

4. Volunteers – further ideas

There are number of organisations that provide access to volunteers which BT could register with,

<http://www.govolunteer.com.au>

www.ourcommunity.com.au

<http://www.dosomethingnearyou.com.au>

However we need to ensure that our volunteers are appropriately insured.

Action: Jeff to check volunteer coverage with existing policy.

5. Newsletter Progress

Jeff will do the next newsletter and then preparation of the newsletter will be circulated around the committee. Any contributions should now be sent to newsletters@biketas.org.au.

6. National Dangerous Driving Hotline

The Hotline number is 131 444¹. It is available for reporting incidents of dangerous driving. After discussion the committee agreed to,

- Immediately put the number on the Bicycle Tasmania website incident reporting page.
- Advertise the use of the hotline to members via newsletter and email
- Contact other bike groups, let them know what we are doing and see if they want to coordinate an awareness campaign.
- Talk to police to understand their processes so we can inform members of what to expect
- Talk to RACT to see if there is a way for us to campaign together on this.

Action: Austin to follow up on these steps

7. Website Progress

Website is stable at its new location. Under Google Apps we now have access to a broad range of capabilities.

8. Facilities Development Manager

Blog stats indicate strong interest in the Candidate Survey results. Liam is looking into extending the survey to State and Federal candidates.

Good publicity follow-up from Ride to Work day.

Why Ride going well with 150 riders entered in the South. The program will probably continue beyond December with new prizes being offered.

The 'Growing Bike Riding in Tasmania' Report has been sent to committee members for comment. Liam working on 15 page summary to be used in lobby work.

Action: Committee members to provide feedback to Liam

Liam will be working on November Budget submission for next while. Suggest BT sub-committee on facilities to help prioritise projects.

Action: Jeff to circulate principle cycleway routes information to committee

Discussed a publicity event around Budget time, e.g. 2nd week of December. May need a budget for publicity.

¹ After the meeting I rang the number via Skype on my computer and got the NSW Police emergency switch! However, if you use a normal phone or mobile it will take you to the correct (and friendly) Tasmanian Police switch.

Proposal: Proposed a budget of up to \$500 for publicity material associated with Battery Point promotion by Patsy, seconded by Jeff. Proposal agreed.

BT Jerseys – Liam will organise sourcing and advise committee of costs.

Action: Committee to feedback to Liam on what should be on the BT jersey!

Liam will need a printed summary report of Growing Bike Riding in Tasmania for promotion in the next few weeks.

Proposal: Proposed a budget of up to \$500 for report printing by Liam, seconded by Patsy. Proposal agreed.

BT will receive summary of Ride to Work survey.

Action: Liam will circulate finding of Ride to Work Survey when available.

9. Other items

Ride Leaders Course

Looking for nominations from Bicycle Tasmania members for future courses. Austin expressed interest in attending.

Proposal: two attendees be funded by BT, \$280 by Jeff, seconded by Patsy. Proposal agreed.

2012 Australia Day Awards Community Event of the Year Award

Action: Jeff to circulate an email asking for a volunteer to write up a nomination

10. Meeting Finished

At: 9:31pm!

11. Next Meeting

The next meeting will start at 5.30pm 17th November 2011 at 71 Murray Street, Hobart (Sustainable Living Building).

TREASURER'S REPORT

SEPTEMBER 2011

Bicycle Tasmania Inc		September'11	
Opening balance in cheque account			\$18,254.93
Withdrawals for September			\$10,146.00
Business Affairs	Return of Association		56.00
Previously Unpresented Cheques			
Bicycle Victoria	Corporate Membership – Inspiring Place		90.00
Transfer to Bendigo Bank Term Deposit			10,000
Deposits for September			\$200.00
Taroona Community Association	Bike Psyche Workshop		200.00
Unpresented Cheques			
Bicycle Victoria	Public Liability & Management Insurance		1,650.00
Closing balance per September cheque account statement			\$8,308.93
Bendigo Bank Term Deposit			\$10,000.00
Total			\$18,308.93

Summary of Actions Arising (from this meeting)

Who	What...	
Austin	Follow up on National Dangerous Driving actions	
Committee	Provide feedback to Liam on 'Growing Bike Riding in Tasmania' report and summary	
Committee	feedback to Liam on what should be on the BT jersey!	
Jeff	Circulate draft strategic planning documents	
Jeff	Obtain certificate of Currency from Insurer.	
Jeff	Check volunteer coverage with existing policy	
Jeff	circulate principle cycleway routes information to committee	
Jeff	circulate an email asking for a volunteer to write up a nomination for Australia Day Awards Community Event of the Year Award.	
Liam	discuss and seek resolution with Harry Barber (BV) on BV issues.	
Liam	circulate finding of Ride to Work Survey when available.	

Summary of Expenditure approvals,

- | | |
|---|-------|
| 1. Publicity associated with Battery Point promotion, up to | \$500 |
| 2. Printing of promotional summary report, up to | \$500 |
| 3. Attendance for 2 people at Ride Leaders course | \$280 |