

# **Bicycle Tasmania**

## **Minutes of Ordinary Monthly Meeting 17 February 2011**

### **1 Time and Location**

Meeting opened at 7.40 pm at Sustainable Living Tasmania offices, 1st floor, 71 Murray Street, Hobart

### **2 Present**

Jeff Dunn,  
Ambrose Canning,  
Andy Semmler,  
Patsy Jones,  
Kathleen Mohr (departed 9:30 pm),  
Austin Greenwood,  
Greg Dutkowski

### **3 Apologies**

Richard Nichols, Liam Correy, Mary McParland

### **4 Confirmation of Minutes of Last Meeting**

Liam's surname to be corrected to Correy.

Motion: that the corrected minutes of the meeting held 20 January 2011 be accepted as a true record;  
Proposed A Canning; Seconded Patsy Jones; Carried.

### **5 Correspondence**

Inwards

- Tasmania Road Safety Advisory Council, invite to an information and feedback session about Safer Rural Speed Limits in Tasmania on 18<sup>th</sup> February 2011 at 11 am at HCC Conference Room
- By email an invitation from The Major Cities Unit to the Our Cities Workshop and presentation, 4<sup>th</sup> March at the Hobart Town Hall.

Outwards

- Nil

It was noted that in these days with email and phone correspondence dominating, and much informal correspondence not worthy of recording in the minutes, that the separate meeting topic for correspondence may be out-dated and irrelevant. Also, it is awkward separating correspondence from discussion about it and any action arising from it. Any significant correspondence can be raised in other parts of the meeting, and therefore recorded in other parts of the meeting minutes. BT will trial not having a separate list of correspondence

### **6 Treasurers Report**

#### **6.1 Treasurer's January Report**

Balance at bank at end January \$20,498

We are still holding nominally \$351 for Hobart Bike Kitchen.

Expenditure during January:

- \$444.89 payment for Bike Kitchen out of their funds
- \$2380 payment for Bike Kitchen out of their funds

Expenditure receipts presented for payment:

- Nil

Significant income received:

- \$1700 received from HCC for Taste bike parking services
- Anticipated in February nominally \$710 from MONA for bike parking services

Motion: That the treasurer's report be accepted and the expenditure authorised; Proposed A Semmler; Seconded A Canning; Carried.

## **6.2 Sandy Bay Road Family Fun Day expenses**

These will all be incurred in February and so noted in the Treasurer's report at the next meeting. The current total of expenditure is \$2319.52.

Motion: That all Sandy Bay Road bike lanes campaign expenses currently totalling \$2319.52 be authorised for payment; Proposed J Dunn; Seconded A Semmler; Carried.

## **6.3 Sandy Bay Road Family Fun Day Queensland Donations**

These were collected by Tim Stredwick after the event. Ambrose will follow up with Tim to get the total amount and where it has been donated.

[Added after the meeting: Tim has provided the total of \$188.55 and a receipt for its donation via ANZ]

## **6.4 Budget**

Andy will prepare a draft budget for consideration at the next BT committee meeting.

# **7 Membership Report**

BT has just received access via a share drive to our current membership records, however prior to this meeting the current numbers had not been extracted. It is understood that of the order of 60% of past BT members have renewed so far, and we have received 37 new memberships (covering 59 individuals) this year so far. Our membership services at BV are about to email all their recorded Tasmanian "friends" and this should bring in further new members.

# **8 Campaigner Report (Liam Correy)**

No report.

# **9 Social Rides Report**

- On the previous weekend a family social ride was held to MONA.
- Andy Semmler and Ian Terry have developed a calendar of family rides and will enter it onto our ride calendar on our website via its link to Google Calendar.

# **10 Business Arising**

## **10.1 Sandy Bay Road Bike Lanes**

- Feedback from Family Fun Day and ride, 6 February

- SBR ride and Fun Day was a success with 270 cyclists
- Thanks to everyone who was able to come, and to be on hand to help (the volunteers helping out included Lynn Davies and Megan Stredwick, Christine Saunders, Jeff's son Jack, Austin Greenwood and partner, and Ambrose on equipment) . And huge credit to Tim for driving the whole event, and Liam, Mary, Kathy Gates and Stuart Baird for their contributions
- Queensland flood donations, refer to Treasurer's report above.
- Expenses, refer to Treasurer's report above.

## 10.2 MONA Opening Valet Bike Parking

- Feedback from opening 21, 22 & 23 January – very successful with a huge number of bikes parked.
- Income from this event is anticipated as \$710. BT have invoiced MONA.

## 10.3 BT and BV agreement

The following notes have come from our President Jeff's weekly Wednesday morning phone meeting with Kath Struthers at BV:

- "Wow packs" sent out on 2/2/2011 to potential members. Consist of Ride On magazine and other information to entice new memberships.
- Going ahead with the design of the letterhead, envelope and membership card design
- Sharepoint to give us access to the membership lists etc has been activated. Apparently it was all set up but someone forgot to send Jeff an email to say that and explain how to access it.
- First eNews was sent out this week (Tuesday 15<sup>th</sup>)
- Work is underway on our BT website - claimed will be running in a fairly bare form in the next week or two
- CEO and Chief Operations Officer of BV coming to Hobart in early March
- BV's "iShop" that provides BT's membership interface has been converted from BV to Bicycle Network branding, and Jeff will receive a draft rewording of invoices etc to show how it will be explained that membership renewals were not to BV but actually to BT
- Public Liability Insurance. Jeff has had little luck catching our insurance guy. He is due at BV tomorrow (Thursday 17/2/2011) so Kath at BV will make him ring Jeff before he leaves.
- Liam's visit to Melbourne: A day spent with his BV counterpart and another in the office with Harry (BV CEO) and meeting many staff. While there he saw the collation of eNews (mostly from material he had already provided to Jeff).
- Liam's contract and paperwork is all done (except a wrong date held it up). His pay should now come through.
- Liam's travel expenses are not part of the contract but handled separately as a BV budget item. They have allocated 1 trip out of Hobart per month at \$200 per trip. Liam to forward receipts etc. to BV. They hope to eventually have him plugging straight into their finance system.
- Very soon Liam and I will have editing rights to the webpages. (No doubt BT can arrange for our "Webmaster" Wayne as well, if wanted?) . Will involve a little training by phone or online, for using the web maintenance software.
- Corporate membership – Jeff just clarified with BV how we do this. If BV receives any corporate membership queries they will refer them to BT. We will get them to send us \$150 or whatever we want to charge (maybe \$200 for next year.) We then send details to BV and a concessional membership fee (\$90) and a note that this is corporate membership so that it is not counted for insurance purposes. This is what we have now done for the HCC.
- Logo: Liam has proposed finessing the logo. For the membership cards, letterheads etc. that are in the process of being created it is too late to change these - the plates have already been created. Membership cards will be out very soon.

- An email address for Liam on the BV domain has been created.
- We have about 2 to 3 weeks to organise artwork for the flysheet for the next edition of RideOn.
- eNews: 47% opening rate - which BV think is great - industry standard is only 19%. Biggest hits on Sandy Bay Item. We will have access to the stats each fortnight, via Sharepoint.
- Jeff suggested we promote multiple email addresses for family memberships. This is already allowed via the web form and database, just a matter of promoting (and allowing for in hardcopy membership forms.) Plan to advise in next eNews that membership can be updated to include extra email addresses.
- Agreement signing PR gig: Jeff noted that this is something that he is less interested in now - too busy. Kath at BV will just send the agreement for signing.

#### 10.4 Public Liability Insurance

- We now have verbal advice from our new insurer that BT currently has PL insurance cover (our previous policy expired 15/2/2011 at 4 pm).
- The final policy details and premium need to be finalised ASAP, and the premium paid by BT.
- BT also needs a Certificate of Currency ASAP for our Century Ride Police permit application.
- Jeff will continue to chase up these insurance details via BV.

#### 10.5 Campaigner

- Liam's employment contract has been finalised.
- BT needs to develop and refine a list of priorities for Liam to work on. It was suggested that we get Liam to produce an initial listing.

#### 10.6 Bike Week events (12-20 March)

- Mary McParland is organising some corflute road-side signs to promote Bike Week. She needs help to put these out and to later collect them.
- TdF (14<sup>th</sup> March, Monday)
  - Ambrose has produced a task list or plan for what needs to be done.
  - Mary has booked the Cambridge hall.
  - Mary has got Ken Self Cycles to donate spot prizes.
- Rivulet Track History Ride (16<sup>th</sup> March, Wednesday)
  - This will be identical to previous years to keep it simple and easy.
  - Ambrose will organise and lead this ride.
- Round the River Ride
  - Liam is organising this
  - Same entry fees as for Century and Half Century rides
- Century Ride (20<sup>th</sup> March, Sunday)
  - Jeff has booked PA system
  - Jeff has contacted the caterer (the same as last year)
  - Mary has booked the Cornelian Bay site, requires a \$200 bond
  - BT has to apply to the HCC for a Place of Assembly permit
  - Ambrose will produce a task plan or listing, based on previous years plans.
  - Ambrose has submitted an application for Police permit.

- We need to add a need for garbage bags and garbage bins.
- Richard Nichols has offered to transport BT's equipment to and from the event.
- Advocate Newspaper Bike Week Feature. They have invited BT to advertise in this newspaper feature. There was discussion about the expense and whether BT should support this or not. Estimated cost of advertisement \$200 to \$300. The same advertisement as used in previous Mercury feature could be used. Motion: That BT precede with placing an advertisement to support the Bike Week feature, to a cost of approximately \$250; Proposed A Canning; Seconded A Semmler; Carried.

## 10.7 Report from Mary McParland of Cycling South

Mary was planning to attend this meeting but could not make it. She has emailed a list of points she wanted to raise. At the meeting it was noted that Jeff would forward these points to Ambrose who would add them into the minutes at a later date.

Mary's points were:

- Regional bike map - Mary would be keen for a few BT members to identify loop rides from Hobart including distance and description of route (eg: Tinderbox loop, commando loop, etc.). Is that something BT would be interested in contributing to? I know things are busy with Bike Week coming up but I'd like to get something to the designer when I get back from overseas in mid-April.
- Super Tuesday counts - all 44 Tasmanian sites have a counter for Tues 1 March.
- Regional Bike Network – Mary has had a map drawn up to show the network in stylised form. She plans to get some copies printed for distribution to DIER and council staff and politicians.
- Mary has been lobbying DIER for treatments at the Muirs carpark entry off Davey St on the waterfront. They are reluctant to do anything to alert drivers to the presence of pedestrians and cyclists but have agreed to a colour threshold treatment. They will see if the Sullivans Cove Waterfront Authority and Tasports agree before anything can be done.
- Bike Futures conference in Hobart - 4 March. It would be great for BT to have a representative there (It may be tricky because it's on a work day). Mary would like members of the TBC who wish to attend to do so at no cost and she will try to negotiate that with BV (or find funds through the TBC). Liam has said he will attend but Mary was wondering if anyone else from the committee who's interested in campaigning would like to go.

## 10.8 Bike Parking Banners

Ambrose is progressing this and has talked to Dave Ross at DR Marine about it. Dave Ross has referred us to Pumpkin Prints and Ambrose will contact them to get a quote.

# 11 General Business

## 11.1 Make Campaigner a BT Member?

- It was noted that our BT Campaigner Liam is not a BT member, however he is a current BV member and when that is due for renewal he will be given the option by BV of transferring to BT membership.
- Ambrose proposed that if Liam and any future BT Campaigner were not already a BT member, that BT could pay for a single membership for that person.
- It was discussed whether there is a need for an employed campaigner to be a BT member or not.
- It was thought that the position is not currently mentioned in BT's constitution. Greg Dutkowski offered to review BT's constitution in light of this.

## 11.2 Safer Rural Speed Limits

- An invitation has been received to attend Tasmania Road Safety Advisory Council information and feedback session about Safer Rural Speed Limits in Tasmania. On 18<sup>th</sup> February 2011 at 11 am at HCC Conference Room, and RSVP was required by the 15<sup>th</sup>.
- Nobody from those present was able to attend.
- Jeff has prepared a submission and it was agreed that he submit this on behalf of BT.

## 11.3 Hobart Bike Map

BV have sent us a few copies of the previous Hobart Bike Paths map. Evidently BV still has about 800 copies. BT will ask BV to send them to us so that BT can distribute them (Bike Week, etc.).

## 11.4 Bicycle Futures Conference

- On 4<sup>th</sup> March in Hobart.
- Liam and Jeff are planning to attend, and possibly other BT members may want to attend.
- Registration cost is \$125 per person, but Jeff has asked BV if we can get a discounted price.
- Motion: That we authorise up to \$375 to cover registration costs for BT members attending; Proposed P Jones; Seconded G Dutkowski; Carried.

## 11.5 BT Membership Brochure

Jeff and Liam are progressing a new membership brochure. Jeff to circulate to the committee a draft for their review and input.

## 11.6 Safety Bollards

- Ambrose has investigated the purchase of safety bollards and flagged safety rope for use by BT at its events. In previous years we have borrowed some for the Century Ride via Mary McParland at Cycling South who in turn gets them from one of the Local Councils. But this year Mary will be away and not able to bring these along. Ambrose has been quoted safety orange plastic bollards on heavy black plastic bases at \$20 each, and flagged safety rope at \$21.99 per 30m length.
- Motion: That BT purchase 10 bollards and two lengths of flagged rope for a cost of nominally \$250; Proposed A Semmler; Seconded A Canning; Carried.
- Ambrose will arrange for the purchase.

## Meeting Finished:

10:00 pm

## Next Meeting

The next meeting will be held at 7.30pm in Sustainable Living Tasmania office, 1<sup>st</sup> floor 71 Murray Street on Thursday 17<sup>th</sup> March 2011