



**Surf Coast Mountain Bike Club Committee Meeting Minutes**

**RACV Torquay Resort, 1 Great Ocean Road Torquay**

**7:00pm Monday 11 November 2019**

Committee members in attendance: Angelo Krizmanic, Ben Cram, Brett Coleman, Chiara Hill, Kylhn Heath, Luke Farrar, Richard South, Shane O'Brien, Stuart Christie, Tara Findlay, Tony Smales

Subcommittee members in attendance: Karen Donaldson

Committee member apologies: Tom Russell, Emily Hynes, Jake Elderfield, Chris Davidson, Marty Taube

Subcommittee members not attended - Angus McMurtrie, Chris Molloy, Chris Prothero, Emily Lens, Kate Maffett, Kylie Prothero, Matt Jones, Paul Purcell, Steve Draper

**Welcome & Open from President**

Tabled & Acceptance of previous meetings minutes – Motioned: Brett Coleman Second: Shane O'Brien

**Finances (Shane/Rich)**

Account	Last Month	Current
Bendigo Main	\$7,893.20	\$9862.56
Scholarship	\$3,153.64	\$3155.20

**Membership & Social Media No's**

Platform	Last Month	Current
Membership	149	163
Facebook Followers	2807	2866
Instagram Followers	658	691

**Calendar (3 month look ahead)**

Event	Dates	Social Media Admin	Notes: use schedule for social media posting cadence
Working Bee	17 Nov	Kylhn	Kylhn to lead
Social rides	17 Nov	Chiara	See social ride section for more info
Xmas Party	24 Nov	Tony	Bike Park, simple BBQ. 11am-2pm

**SUBCOMITTEE UPDATES**

**ACCOUNTS (Shane / Rich)**

Bank balance includes \$2400 for jerseys, \$2800 Vic Health Grant, \$500 Ashbury Estate Grant.

Card reader to be purchased for ease of purchases of Merch, Kit & Day passes. 2 @ \$50, charge 1.25% per transaction.

Proposal to purchase Quick books approved.

-\$200 purchase

-\$15 buck per month = \$180 per year

- Automatic bank feeds

- Unlimited transactions via bank feed (other systems have limits)

- Can raise invoices for membership fees etc
- Pay bills and allocate costs immediately - records are up to date then
- Full and simple reporting - Balance sheet / PL
- Phone app
- Can provide cash flow forecasts (which is what we desperately needed in this club)

#### **Philanthropic funds**

Discussion around the idea of the club supporting bike riders in Uganda through Ross Buraige's charity. Will donate \$40 per month to the charity at this point.

Discussion about a project underway in conjunction with Trailhead bike shop. It will take place at the Anglesea tip shop and involves recycling bike parts with the assistance of local people living with a disability.

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**CLUB MEMBERSHIP (Chiara):** - Membership shown in table.

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#### **TRAIL ADVOCACY / LAND MANAGER LIAISON (Brett, Chris M, Tony, Ben, Luke, Chris D) –**

##### **Alcoa / Eden Project (Chris M, Tony) –**

Meeting 11 Nov (tonight); nothing from an MTB perspective. Chris Molloy attending.

##### **Parks Vic Anglesea Heath Project / Surf Coast MTB Trails Strategy Plan – (Brett, Tony, Luke)**

Is nearing the point at which we'd be happy as a club to sign off on the draft plan. A further meeting of the PCG was held Oct 21 at Surf Coast Shire offices with SCS, DEWLP & ourselves represented by Tony, Luke, Brett & Mike Bodsworth. Parks were unable to attend that. A number of modifications had been requested of the strategy plan including the addition of trails in Anglesea Futures Areas 1 & 2 as well as further discussion around Area 9 and the possibility of new linking trails as well as discussions around the best "up track" in Area 9. A subsequent meeting was held Oct 28 again at SCS at which Parks were able to attend in addition to SCS, DEWLP & ourselves represented by Tony & Mike. All were supportive of where the strategy plan is at with a couple of minor modifications made and the need for the plan to stress that any trails outlined in the strategy plan need to be "conceptual" only and could only be formalised as part of the process once the necessary assessments had been made and the appropriate land manager had approved. The best option for the Area 9 up track is still being explored. Current goal is to have PCG (SCS, PV, DEWLP, Surf Coast MTB) sign off on draft plan by April with that plan then distributed to wider community (Project Working Group) by late Feb 2020.

##### **CMA/Landcare grant (Brett/Tony)**

Submitted specifically for Grasstrees project. Tony liaised with them after the last meeting to see if we could possibly retain all of the \$9,850 offered. This was referred for further consideration with the outcome being that we could only accept the difference between what we had raised and the total cost. This amounts to approx \$2850. We are still working through the finer points of what is required to fully meet the grant requirements.

##### **Trail naming (Tony)**

Discussions with PV in regard to finalisation of trail naming process. PV have recontacted the local Registered Aboriginal Party to confirm the name choices are ok. Hopefully this drawn out process will be complete by early next year at the latest.

##### **Trail signage posts**

Lachie from PV and Tony installed the last of the posts for the formalised trails. There are still a couple of numbers to be installed. Trav from Braille signs is once again getting these sorted for us as donation. They should be ready to go in next couple of weeks. Thanks to Trav.

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#### **WORKING BEES (Kylhn, Ben, Angelo, Tara, Paul, Chris P., Tony)**

##### **October working bee**

Successful corridor clearing working bee on October 20th. 15 people in attendance. Cleared the whole formalised trail network and had a great catch up over a sausage or two. Thanks to everyone for attending.

**Next working bee**

Nov 17th. Still in discussions with PV but we are hoping to build 10 small features such as rollers and small jumps along the side of Ring Road between Hurst road and the first dam west of there. PV advised no exposed rock. Wanting to start integrating some of the big rocks we have stocked on site. Any help appreciated.

**New Grasstrees section**

Discussions with PV have taken place and we may be giving this area a tweak over coming months to get a bit more flow into the trail whilst still keeping it safe.

**Trailer**

Club logos and Bendigo bank signage is now on the trailer. Thanks heaps to Brett Kellet.

Trailer will live at Kylhn's place in Ocean Acres until further notice. It will be handy to town and the trails. Thanks Ky!  
Lock for trailer has been purchased.

Equipment inventory in progress.

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**GRANTS (Angelo)**

Discuss spending of the 2 grants we were awarded:

1. Ashbury Estate Grant - \$500
2. VicHealth Grant - \$2818.80 – promoting female activity, 3 bikes, 6 backpacks, 6 tubes, 6 first aid kits.  
(Chiara can store the bikes)

Next grant application is with RACV for bike repair stand at Hurst Road.

Awaiting response from Surf Coast Small Grants for Shifty Fifty 2021 event submission.

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**RACE / EVENTS / SKILLS CLINICS (Richard, Karen, Tom, Angus, Jake)****Shifty Fifty 2020**

Progressing along well, still working on permits etc.

Rich will be catching up with Rohin, event organiser, on the weekend (16th-17th) at the Forrest XC races. This will give him the opportunity to get a bit more in depth in the expectations etc.

**Skills Clinics**

Discussion of making the most of our coaching qualifications by running a skills clinic monthly or bi monthly. Open to members and day licences at this point but could have some (potentially higher level skills) open to members only.

Will need people to register beforehand to get required information regarding injury and ability.

**Bike Maintenance Workshops**

Discussion of Womens only night out of Lissie Doyle's garage maximum capacity 8 people. Approach Mallory from MyRide or Em Bike Matters to run.

Chiara to explore a series of bike maintenance workshops open to members only. Must be paid for so people will book and turn up. Jake from Bike Matters said he would donate his time.

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**POLICY & PROCEDURE (Tony)**

Social ride procedure

Noting to encourage people to have ambulance coverage.

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**SOCIAL RIDES (Chiara, Tony)**

November 10<sup>th</sup> with Tom Russell

Bike Park Skills at Anglesea Bike park was great! 8 in attendance ranging from very novice to quite confident. Nice job by Tom and Chiara looking after all levels on the trail and in the park.

November 17th with Melissa Purcell  
Currawong Falls Loop 25km

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**DIRT GROMS (Chris, Kate)**

No report this month. Planning at least one more kids ride for this year. No date set yet.

About 8 on Cup Day weekend ride, based at bike park which was good venue.

Could potentially promote the club at the local schools (like other local clubs do). Rich to look into it.

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**MARKETING / COMMUNICATIONS (Emily, Matt)**

**Marketing Sponsors**

Recognition of gold sponsors from the Grasstrees Diversion Fundraiser remains behind schedule. We don't currently have a lead marketing person.

**Website/IT (Brett)**

Committee Meeting Minutes now appear on the website. The link to those is on the "About Us" page.

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**MERCHANDISE (Chiara/Richard)**

Most merch is sold, we will try and sell a large chunk of the stock at the Christmas party and need to start talking about restocking the cheaper items, tees & caps. Will reorder another 50 caps.

Potential new merchandise: Logo Coffee Cups from Earth Bottles. Cost would be \$40 for cup and etching. Earth Bottles have the file for etching. Determined we wouldn't carry stock, members can purchase their own cup/bottle and have them etched.

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**KIT (Rich)**

Orders are very low: 14 XC (@\$120) and 9 Enduro (@\$60).

We need people to get behind these!!!!

Price increases by \$25 per XC jersey if we fall below 20 units so we'd lose money on those ordered.

Motion to order 20 jerseys, even if we don't have that many names, to keep the lower order price. Motioned: Richard South, Second: Tony Smales. Motion passed.

I have kept the kit orders open and am expecting a sample from Pedla in the next few days (Tuesday the 12th), when this arrives I'll be able to spread the finished product via social media and will leave it in Bike Matters for people to come and check out.

I suggest we keep the shops open for a week or so after the sample is here.

There will not be a sample from Indigo Wolf for the Enduro jerseys.

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**FIRST AID OFFICER (Kit and Quals) (Karen):**

Snake bandages ordered and stocked. Will look into emergency blankets. Have grant funds for more kits.

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**ENVIRONMENTAL (Kylie / Emily):** no update this month.

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### **SURF COAST TRAIL RUNNERS (Stu):**

Roo Run 28<sup>th</sup> December, Pt Roadknight to River at Anglesea. Could be opportunity to promote trail advocacy at the event. Stu will explore what might be appropriate for the day.

### **OTHER BUSINESS**

#### **1<sup>st</sup> Anniversary Celebration/Xmas Party (Tony)**

Date set for Nov 24<sup>th</sup> 11-2 pm. Anglesea Bike Park. Tony to organise permit from Shire and other logistics. Bendigo Bank thank you. We will bring the new trailer (now covered in our club and Bendigo Bank logos). We are hoping a rep from the Bank can attend so we can give them a formal thank you. Also planning BBQ, free sweets handout, social ride, merchandise for sale and Santa may come. If you're available to help out get in touch with Tony.

#### **Jade's farewell**

Jade was extremely grateful for the farewell gift that the club gave her. A \$200 voucher for a bike shop near her new residence in Cairns.

#### **New meeting venue**

Discussion of RACV as new venue. Committee in favour of this. Thanks Ky for arranging this!

#### **Coaching course**

Went really well. Adz great coach.

First Aid Course suggestion: Accredited First Aid Courses. <https://accreditedfirstaidcourses.com.au/>

#### **Poster for advertising the club**

Chris Ord has done an amazing job of putting together a poster that we can use in shops, on noticeboards and anywhere else we choose. Hopefully we will have a copy to show everyone.

#### **MTBA Elections**

MTBA elections 30<sup>th</sup> Nov. New proposed model for cycling in Australia, known as AusCycling. AusCycling will replace 19 existing entities, including Mountain Bike Australia, BMX Australia, Cycling Australia and State and Territory based associations of BMX and Cycling Australia, if approved by the relevant memberships.

MTBA currently struggle to get funding. May give mountain biking more representation in Victoria. GMBC in favour.

#### **Marquees**

Have a Surf Coast Cycling Club marquees. Could it be rebranded, or how much would a new one be? Rich to discuss with Brett Kellett.

**Next Meeting** – 7.00pm Monday 2<sup>nd</sup> December 2019 – RACV Torquay Resort, 1 Great Ocean Rd, Torquay

**See next page for current Action List**

ACTION/TASK	RESPONSIBLE	DUE DATE
Coaching Course Organisation	Tony	Completed
Check all committee members have WWC and club membership	Tara	November
Update contact list with first aid and quals provided	Tony/Tara	November
Poster for shop windows/ANZ noticeboard	Tony/Chris Ord	November - complete
Get all working bee volunteers signed up to Park Connect	Chris P & Working Bee s/c	November
Organise regular catch ups with youth members	Tony	November
Develop plan for charity/sponsorships/grants to riders	Tony/Brett	November
Organise Xmas Party	Tony and c'tee	November
Explore tax deductible status	Finance s/c	December
First aid courses for social ride helpers	Karen/Tony/Chiara	Once grant funds obtained
Purchase equipment for social rides	Tony/Karen/Social ride sc	November
Finalise our policies and procedures	Tony	February '20
Sandwich boards for working bees	Tony	February '20
Trail building course	Tony/Working Bee s/c	March '20
Members survey leading to long term plan for the club	TBC	March-May '20
Trademark Logo	TBC	Once finances settle down