



## Surf Coast Mountain Bike Club Committee Meeting Minutes

### Virtual Meeting

7.30pm Monday 7<sup>th</sup> September 2020

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

Subcommittee members in attendance:

Committee member apologies: Tom Russell, Chris Davidson

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

### Welcome & Open from President

Motion for acceptance: Brett Coleman, Second: Kylhn Heath

### Finances (Shane/Rich)

Account	August 2020	Current
Bendigo Main	\$4988.72	\$4,801.87
Philanthropic	\$2923.93	\$2,825.39

### Membership & Social Media No's

Platform	August 2020	Current
Membership	215	212
Facebook Followers	3123	3143
Instagram Followers	1048	1081
Strava Club Members	131	142

### Calendar (3 month look ahead)

Event	Dates
None possible during Covid Stage 3 restrictions	

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### SUBCOMMITTEE UPDATES

**ACCOUNTS (Shane, Rich)** - Balances above.

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**CLUB MEMBERSHIP (Chiara)** - Member numbers above.

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

Anecdotally, the number of people riding the trails appears to have increased significantly in recent months which is great to see but it's certainly put some pressure on the trails and the car parking, particularly at Hurst Rd but also at the entrance to Scout Camp. Even on wet days the Hurst Rd trailhead has been busy.

**Alcoa / Eden Project - (Chris M, Tony)**

No meetings recently.

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

Just prior to our last meeting, we received news that the Parks Vic board required further environmental & cultural assessments prior to meeting to sign off on the draft strategy plan. Parks suggested this would take 4-6 weeks. We received an update Sep 3 from SCS. Parks state that these assessments are progressing well. SCS plan to meet with PV & DEWLP late September to discuss any further requirements for signing off on the draft plan. Thus no set date currently for when that's likely to occur. If and when the draft plan is agreed upon, the next step will be to determine the process for seeking further stakeholder input before the plan can be finalised.

**Eumeralla Trail Naming Process**

Tony and Scott from PV have had discussions and the trail names have been finalised as below. Most of the mountain bikers trail names will remain with a few plants and animal names as suggested by Parks and environmental groups. Initial plans for some of the animal names had been to use the Koori translation, however, requests for input into this process did not result in a reply over a significant period of time so the English translation has remained. There needs to be a process for changing one trail 14 from black rated to blue before finalising. Once completed we will be able to change the trailhead signs to show trail names and descriptions and maybe sign certain loops with a colour coding system as happens in Bright and other locations. i.e Easy Loop - Red , Intermediate or longer loop – yellow. These colours would then appear on trail posts with arrows pointing the direction.

**Confirmed names**

- 1- Echidna
- 2- Pobblebonk
- 3- Letterbox
- 4- Grasstrees
- 5- Baby heads
- 6- Grumpy Hippie
- 7- Sundew
- 8- Flying Scotsman
- 9- Great Escape
- 10- Dragonfly
- 11- Orchid
- 12- Eagle
- 13- *No trail*

14- Chute

15- Bandicoot

16 - Yabbie ( Yabby?)

#### **Eumeralla Scout Camp**

The section of "Scout Camp loop" south of the camp has been signed to assist riders to go the correct way and not inadvertently end up in scout camp. This section heading towards the top of the Surf Coast Walk stairs now rides quite well. Bryce to speak with both PV & DEWLP around formalising the trail. That may not be possible until after the strategy plan has been formalised and it's uncertain whether any formal trail work can be conducted at this stage.

#### **Vic roads signage for Hurst road**

Surf Coast Shire have been onsite and looked at Hurst road and Forest road corner in regard to car park possibilities. Additional parking at Hurst Rd will require removal of vegetation and associated vegetation offset costs. They will be communicating with us shortly. Car parks have been exceptionally busy in last 4 weeks with many parking in Minter Drive. Parks enviro and engineering teams have been out but concerned about vegetation issues too.

#### **Bike Parks**

Surf Coast Shire contacted the club and the Anglesea Bike park committee recently to discuss the proliferation of illegal jumps being built on public land managed by the Shire. This has lead to a lot of discussion around what can be done differently to cater for riders needs. Tony is hoping the committee are happy to support the club to engage with the shire to investigate further. The club would take an advisory role rather than make it our project. Some ideas have been to have a venue where riders could change jumps frequently but under general supervision, more bike parks, bigger bike parks, riders involved more closely with maintenance of bike parks etc.

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

Working bees cancelled by PV until Covid restrictions ease.

Lachie supportive of monthly working bees when permitted. Next on list drainage on Grass Trees; adding pipe in next gully west of trail 10 (working towards Bogan Camp). Pipe and rock required for park's specified drainage request to prevent cinnamon fungus at significant financial cost. Would need to look further to see how that could be funded.

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#### **GRANTS (Angelo)**

1. Active Kids Grant (Australian Sports Foundation) open 1 Sep and Close 30 Sep.
2. Sports Club Grants Program - Vic Gov. Closes 29th Sep

I will go through each grant requirement and advise if I require any info. Will commence application once we agree on what we want the grant to be used for. Can be used for sporting equipment, uniforms (jerseys), training, first aid,

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#### **RACE / EVENTS / SKILLS CLINICS (Richard, Karen, Tom, Angus, Jake)**

No change on the race front.

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#### **POLICY & PROCEDURE (Tony)**

**Child Safe Documents:**

MTBA Code of Conduct, MTBA Member Protection Policy, SCMTB Child Abuse Incident Report Form, SCMTB Child Safe Code of Conduct, SCMTB Child Safe Policy, SCMTB Child Safe Reporting Process, SCMTB Overview of Child Safe Documents and Legislation, SCMTB Social Media Policy, SCMTB Volunteer Recruitment and Screening Process. Motion to accept all: Angelo Krizmanic, Second: Luke Farrar. All in favour.

A discussion on the philanthropy plan. Explore charity and direction of funds further for next meeting.

All sub committee and office bearers roles are now complete. All currently required and desired documents are completed. Thanks Tony!

Only three more dox that we may choose to complete, or not:

1/ An overall risk assessment dox. This would take in financial, OH&S. Legal and reputational risk. Not completely necessary but worth some discussion. - Angelo will put one together for discussion

2/ A long term strategy plan - A few people have talked about this. It could include long term plans (1, 2 or 5 years) for different areas of the club. Race, events, finances, trails etc. - Committee to create an initial plan. Shane will create a shared document for committee to access over the next month and add ideas.

3/ A financial policy – This would talk about where money goes from our income. This may be better included in our ideas about trail kitty, philanthropy and our long term strategy plan (if we do one) - will include this in others so we don't have a separate one.

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#### **SOCIAL RIDES (Chiara, Tony), DIRT GROMS (Kate, Chris), SKILLS CLINIC/COACHING**

No rides this month but there has been a bit happening behind the scenes

We have received 10 iron-on transfers for kids rides (we have no merch for smaller kids so this would be an alternative). Thanks Chiara

We have also completed ride procedures for each of the three age groups rides. Under 12's, 12-18 and open rides. Kate is working on a background procedure around pre ride organisation. Should encourage Ambulance subscription in ride advertising as this is not covered by MTBA insurance.

We have also collected almost all the information we need from current volunteers for leading social rides. This includes WWC and first aid etc

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#### **MARKETING/COMMUNICATIONS (Brett)**

Sponsor recognition ongoing.

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#### **MERCHANDISE (Chiara/Richard)**

Hoodies, tees, caps and beanies are in the shops. Spread the word. Bike matters have moved heaps of gear already.

Bike Matters fully stocked, beanies selling fast, Richard will restock early this week.

Hendrys & Trailhead have taken limited stock, Tony will drop by here and there to manage stock and take cash.

New batch of stickers has arrived. Thanks Chiara. They will also be in the four shops and we will put the word out there that members can collect whenever they want. If any c'tee members want some give Tony a shout and he will do a contactless drop in letterboxes.

We have had a bit of interest for Enduro Jersey's, it might be a good time to restock. Investigate if we can do smaller sizes for kids. Cost is approx \$50 sell for \$60. Agreed to order 30 (recurring cost, approved by Tony and Shane). Richard will discuss with Jake about keeping stock at Bike Matters. We'll also look at having some stock at Hendrys & Trailhead Bike Co.

Enduro jerseys – discussion of potential variation on jerseys for different runs; swapping colours, add wording.

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**FIRST AID OFFICER (Kit and Quals) (Karen):** - nothing to report this month

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**ENVIRONMENTAL (Kylie/Emily):** No report this month.

#### **OTHER BUSINESS**

##### **AGM**

Response from CAV that we have until end of 2020 to hold AGM and lodge financial statements. Doesn't appear we'd be able to have a gathering of more than 50 people this year (at best). Plan for worst case; everyone at home. Need to determine: how are we going to hold it, what are we going to talk about, how to vote, how much notification do we need to give people? Invite members interested in joining committee to contact us in advance. Tony, Brett and Tara to investigate.

##### **Philanthropic fund**

Still waiting for delivery of kid's bikes. Trailhead unlikely to have any available until end of year. May need to see if we can source alternative.

##### **Membership fees**

Club fee waived until end of September.

##### **MTBA Survey**

MTBA looking for clubs to survey on the ground. Trying to determine what proportion of riders are MTBA members. To be done after restrictions ease. Review next meeting.

**Next Meeting** – Monday 5<sup>th</sup> October 2020, 7:30pm

**See next page for current Action List**

<b>ACTION/TASK</b>	<b>RESPONSIBLE</b>	<b>DUE DATE</b>
Purchase equipment for social rides	Tony / Karen	Completed
Work out how to breakdown our members into categories	Chiara	Completed
Research new sticker supplier	Chiara	Completed
Develop plan for sponsorships	Tony / Brett	Completed
Get all working bee volunteers signed up to Park Connect	Chris P and working bee s/c	Complete – see meeting minutes - August '20
Sandwich boards for working bees	Tony	Completed
First aid courses completed for coach course participants	Karen / Tony / Chiara	September
Check all committee members have WWC and club membership	Tara	September
Update contact list with first aid and quals provided, trail building quals	Tara / Tony	September
Organise regular catch ups with youth members	Tony	September
Explore tax deductible and not for profit status	Brett	September
Finalise our documents, See minutes September meeting	Tony	September
Members survey leading to long term plan for the club	TBC	September
Research ideas of trail kitty/ charity fund	Brett, Tony and finance	September
Discuss idea of a 2 / 5 year strategy plan	Whole c'tee	September
Organise AGM	Whole c'tee	September or Post covid
Trademark Logo	TBC	When finances settle down
Investigate road signage for Hurst Road	Tony	On hold while car park issues resolved with PV/ SCS
Trail building course	Tony	Post covid
Modify Welcome letter to new and renewing members	Brett, Chiara and Tony	Post covid