



## Surf Coast Mountain Bike Club Committee Meeting Agenda

Venue: Virtual

7.30pm Monday 4<sup>th</sup> April 2022

Committee members in attendance: Luke Farrar, Kylhn Heath, Tony Smales, Brett Coleman, Tara Findlay, Richard South, Angelo Krizmanic.

Committee member apologies: Nick Galloway, Andrew Gooday, Josh West, Marlene Gojanovic, Shane O'Brien, Daniel Alexander.

### Welcome & Open from President

### Previous Meeting's Minutes

Motion for acceptance : Brett , Seconded : Tara & Tony

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### SUBCOMMITTEE UPDATES

#### CLUB MEMBERSHIP (Nick)

Platform	Mar 2022	April 2022
Membership	269 as Feb 27	272
Facebook Followers	3695	3707
Instagram Followers	1487	1507
Strava Club Members	262	266

SCMTB Current Membership Over Time		
Date	Current Members	Expired Memberships
8-Nov-21	254	
6-Dec-21	262	
31-Dec-21	277	
27-Jan-22	280	
27-Feb-22	269	14
20-Mar-22	272	4

#### Membership Update

- Been in touch w Auscycling. Got some clear direction and have written it up. Good progress and confirmation that what we were doing is correct. The headline is that the process is clear and giving us reliable numbers.
- Status

- 272 Members at 20 March 2022.
- Trend. I've attached a very simple spreadsheet showing the numbers I've reported so far. Looks steady.
- Expiring –
  - There are 16 expiring in March (after the 20<sup>th</sup>)
  - There are 29 expiring in April.
- Expired –There are 68 members that have expired so it's a pretty small number. (That's a testament to the club!).
  - In February 4 members allowed the membership to expire.
  - In January, 14 members allowed the membership to expire.
  - It's worth tracking this number as well. While 68 is a great number in total we should keep an eye on the number of members that are letting it slide.
  - Now we have some confidence in the numbers I'll try out an email to members about to expire, also send one to people that have recently expired. See how that goes!

#### Other

- Auscycling.
  - Process. I spoke to the Member Services Administrator (Alisia Russo). She helped confirm our process was correct.
  - Fee Increase. I asked about the fee increase, I'll send her response when it comes through.
  - Database. I also sent a note letting her know that the poor quality of the database is a genuine issue for us, it's more than an administrative concern, we should have complete confidence in the record of members, who's joining, who's let it lapse etc.. A clean up would make a big difference. She acknowledged this, in fact she asked for the email so that she could communicate the message further.

#### FINANCE (Tara)

Account	28 Feb 2022	31 Mar 2022
Bendigo Main	\$19,360.57	\$12,262.27
Philanthropic/Junior Development Fund	\$2,281.73	\$2437.81

#### Main transactions since last report:

- Main Acct Incoming: AusCycling Memberships \$313
- Main Acct Outgoing: W's Skills Clinics \$500, Indigo Wolf Merchandise \$3312, Tools (ASF kitty) \$350. Trailhead Signage & Paint (ASF kitty) \$1158, Bike Repair Stand Installation (TCE grant) \$592, Generator (Ashbury Grant) \$1500
- Junior Dev Incoming: Skills Clinics \$195
- Junior Dev Outgoing: Masaka CC \$40
- Committed funds in main account:
  - Women's Skills Clinics Grant (SC Small Grants) \$500
  - Trail Kitty (ASF) \$399.60
  - Trail Kitty General (\$4Dirt & Donations) \$1777.44

- Merchandise Purchase (socks) \$1500
- S50 '21 Printing (Luke F) \$85.66
- Total committed funds \$4,263.70

(Have just invoiced SCS Events Grants program for \$2500 for S50 and anticipate funds into account this month. Had mistakenly thought we'd received \$2000 into the account for this in June and had been counting it in committed funds; we have more uncommitted funds than anticipated!)

**ASF Trail Kitty:**

\$350 spent on tools (Mar '22), \$1158.32 spent on trailhead signage, paint and installation materials (Mar '22). \$399.60 remaining to be spent prior to acquittal.

**TCE Grant:**

Has been fully spent: bike repair stand purchased and installed.

- Need to arrange a date with a TCE board member for a photo opportunity with novelty cheque. Ideally taken in our organisation's environment, with members in uniforms. Photo will be used for marketing in the Bendigo Bank and media.
- Acquittal report to be submitted – via link on TCE website <https://torquaycommunityenterprise.org.au/grants-program/online-acquittal-form/> Requires documents and photographic evidence of \*expenditure and \*promotion of TCE logo on collateral/publications/signage/ or social media. (Photos to be compliant with Child Safe policy and legislation).
  - **Meeting Action:** Angelo to follow up on preferences with TCE for evidence. Once decided:
    - Brett to send out post on Social media acknowledging the TCE grant meeting the requirements.
    - Kynln to add engraved/printed signage noting TCE support.
- Invoices and payment docs consolidated in the Grants folder in Dropbox, ready for the grants committee to submit acquittal: <https://www.dropbox.com/home/Surf%20Coast%20Trail%20Group/Grant%20Applications/TCE%20Bike%20Repair%20Stand%20Acquittal%20Docs>

**Ashbury Grant:**

Has been fully spent: Tony's purchased generator and been reimbursed.

- Grants committee to advise if acquittal is required. **Meeting outcome** - Angelo advised no acquittal is required from Ashbury.

**TRAIL ADVOCACY / LAND MANAGER LIAISON (Tony, Brett, Luke)**

**Trails concept plan (PV and DELWP)**

No new information. Shire still waiting for results from grant application for 200K for detailed assessments and design for plan

Hurst Rd to Pt Addis link track has been approved by Shire planning dept. It's now only awaiting the Shire to confirm with Vic Roads when it will go ahead. They have informed us that the date doesn't matter much so they will say late April.

Idea of recycled material bridge was well received by the shire but they will have to go back to Vic Roads to get approval and then back to their own planning dept. They indicated this would be doing the whole process

again and as such could take months or even up to a year. They thought that it still could be completed into the future

### **Scout camp**

Tony met with two reps from Scouts onsite. Both really positive about us doing some maintenance works on trails in their camp. They said PV instead of DELWP are now in charge and so we need to follow up with them. PV unsure of this change of jurisdiction and is following up.

### **PV**

**Signage** – All complete. Sign in place and PV sign moved. Bollards are installed, Dave Rae has installed repair stand and seats. Blackboard has been attached to our sign. New map with trail names is now on the PV sign. All looking good and getting good use. Many likes on FB post when we put it up. We will use the blackboard to advertise rides, work bees, feature modifications, the clubs trail kitty etc. Big thanks to all involved in big work bee and smaller ones for finishing off the job.

**Trail closures** - Some trails west of Anglesea have been closed by PV. Still closed

**Trail opening** - Discussion needed around reopening and remodelling of DH line that intersects Lust for Life. Lots of fun but very dangerous. What do we do?

### **Jumps parks**

Bob Pettitt reserve jumps park approved by council. Community consultation underway. The club forwarded a letter of support for both the idea and the design.

Spring Valley bike park still getting smashed by riders who are loving it. Club has sorted the process with the council to implement a volunteer process so young riders can do maintenance without an adult in attendance. Youth process now finished as well so hopefully they will be working away on maintenance by the holidays.

Anglesea Bike Park Ride night going well. 12 -14 riders first two nights and about 8 on the third night. Only two more weeks left. Discussion around whether our club also puts in occasionally for food for BBQ's on these nights. Usually only 15- \$30. SCMTB has been advertising through our socials

### **Eden project**

Nothing to report

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

**Track 4** - Working Bee on 3rd April - 1 member turned up to assist Ky. Worked on trail 4, on descent past bogan camp. Channelling of water directly down track has degraded sections. More work needed.

**CHUTE** - Discussion around what we do in prep for the race. Not long to go. Chute boghole to be rectified prior to race, access permissions underway to get vehicle access (PV/Scouts). Plan to address this at end of April working bee.

**Addis Link** - End-April/Start-May plan to start addis-hurst link track. Potential to put up a sign in advance to make riders aware of upcoming working bee. Approx \$2k specifically allocated for trail works (\$8k additional currently available but not yet allocated) - discussion around using these funds to pay for services/equipment to assist with the construction.

**Track-Walk** - to be planned ASAP (ideally before Kyhln takes leave but may not be possible) - Ky to text Angelo/Tony/Luke to join.

### **Adopt – a – trail**

An idea for regular and experienced working bee volunteers and c'tee members to adopt a trail between 1-3 people and keep an eye on that trail. May include minor works but mainly about knowing what condition each trail is in. So far we have Luke and Kev on one (need to pick trail), Sam and Brett on one (Trail 5 - Baby heads)

and Tony (Chute) on one . Anyone else keen?

**Informal Gap Jump on Swervin Mervin**

Gap has been closed - drainage with infill installed, retaining a rollable jump line.

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**GRANTS (Angelo/Andrew)**

Nothing to report this month.

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**RACE / EVENTS** (looking for a committee member to take this up)

**Shifty Fifty** - May 14.

Richard & Brett caught up Mar 23 to go through roles. Richard has created an excel spreadsheet with jobs to do that's on FB. Haven't heard back from PV or SCS yet to give the green light but not expecting any issues.

Volunteers required for setup on Friday 13th - start around 1pm.  
3 teams of 3 or 4 members needed.

**True Grit Anglesea Gravel** - May 15. Rohin Adams came down to ride much of the gravel last weekend with Brett & Chris Prothero. Proposed course locked in and has been sent to PV & SCS. Still awaiting news on whether we can use all of Coalmine Rd and also whether we can use Camp Rd leading up to Alcoa for the event village & parking.

**Volunteer Rewards** - agreed small reward (such as beanie) to be provided to volunteers for shifty fifty.

**First Aid Services** - Rowan (Big Hill) has preferred supplier to provide First Aid services. Will cost in the vicinity of \$1000 for both days (TBC - quote pending).

**Action:** Brett to check cost sharing with Big Hill.

**Action:** Brett to circulate for approval via email.

**Event Vibe** - Suggestion for fancy dress and music along the course. Ky - Ape suit, Tony - Tutu, others??

**Prize-** committee discussed the need for event prizes. Luke to revisit last year's list and discuss the split of effort with others.

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**POLICY & PROCEDURE (Tony)**

Social ride procedures have been modified following insurance discussion with Nick and Josh. Youth rides are still a work in progress. More information forthcoming.

Sponsorship policy discussion. If we have time. Beer or not to beer?

2 year plan – See attached. Discussion needed. Not much feedback so far. Happy to ditch it or just tweak what has been put forward and use that?

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

Open social ride calendar sent out to leaders a few weeks ago.

Upcoming:

- 10/4/22 - Adult E-bike Social
- 10/4/22 - Women's Intermediate Skills Clinics x 2 with Cazz Clarke
- 23/4/22 - 6-8yo fun drills & skills + short social ride
- 24/4/22 - SCMTB & GMBC Women's Social
- 25/4/22 - 8-11yo fun drills & skills + social ride
- 14/5/22 - Surf Coast Shifty Fifty
- 15/5/22 - True Grit Anglesea Gravel

In past month:

- 12/3/22 - Women's Intermediate Skills Clinics x 2 with Cazz Clarke
- 20/3/22 - SCMTB & GMBC Women's Social
- 27/3/22 - Adult E-bike Social - Top of Messmate
- 3/4/22 - Adult Intermediate Social - Hurst Rd

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#### PHILANTHROPY

Planned DH ride day to complement the in house training day had to be cancelled due to Covid. Planning to have it over the holidays.

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#### MARKETING/COMMUNICATIONS (Brett)

**Website** - To discuss at some stage how we want to manage sponsors. Merchandise tab added to site though no live link currently added. We haven't progressed this from last meeting.

**Socials - Trail Etiquette Campaign** : Suggestion from Ky on series of posts to continue education of the riding public.

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#### MERCHANDISE (Josh)

Socks are in. Cost to us \$9.90 per pair plus GST.  
Sell Price set at \$20/pair or \$50 for 3 pairs.

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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.

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#### OTHER BUSINESS

**Generator purchased**. Honda EU 10. High quality, light . compact and will be great for running smaller items and even small coffee machine's. Brett has offered to be the barista at working bees.

**Club Social turn / BBQ/ Family day**- Sorry but I ( Tony) had too much on so didn't happen. Maybe a mid winter event or just hold over to our Xmas event and make that a regular event each year

**Rescue trolley** -Was there follow up with any local orgs around this?

**Trials event** – Event went well two weeks ago. We advertised through FB. Usual numbers (about 12) down there. Amazing skills shown. Hopefully we can link with them for a Xmas turn this year as we did a few years ago.

**AGM**- More discussion around Tara’s suggestion of a different way of doing it.

**Warburton** - Inquiry run under Panels Vic ongoing. Public submissions now ongoing, can be viewed by Zoom.

**NEXT MEETING:** Monday 2nd May, 7:30pm.

### Action List

<b>ACTION / TASK</b>	<b>RESPONSIBLE</b>	<b>DUE DATE</b>
Update contact list with first aid and quals provided, trail building quals	Tara / Tony / Josh	Underway
Discuss idea of a 2/5 year strategy plan	Whole c'tee	April
Plan and advertise trail building course	Tony	April
Investigate road signage for Hurst Road	Brett	April
Social ride procedure / insurance revamp	Nick, Josh	Underway
Investigate the idea of "Trail talk" social nights	Tony	April

## Appendix A - 2 Year Plan

### SCMTB Two Year Plan

#### General overview of main goals??

*This may not be needed at all. If we do keep it, it can be added to or could also be short spiel about our priorities*

Promote all disciplines within MTB including XC, DH, Enduro, Gravel/ bike packing, Jumps, Trials, E biking,

The club acknowledges that a large majority of newer riders are more interested in gravity style riding and as such we should endeavour to include that knowledge in many of the decisions we make. This could include marketing to this type of rider, advocating for more of these types of trails, skills clinics and social rides.

Education of riders who use the local trails should also be a priority over the next 2 years. Some education points could be : Who looks after the trails, How you can be involved, How you can assist to keep trail in good condition ( when to ride and when not to ride), Information about donations. This education could be through social media platforms but also through periodical face to face communication at Trail Heads

Endeavour to have a broader range of riders across all demographics involved with the committee.

#### Trail Advocacy-

- 1/ Continue advocating for the implementation of the Anglesea MTB Trails Concept Plan. Within this goal we should also advocate for changes to the plan during its planning phase. These changes will be in regard to the use of trails in more areas and the formalisation of more of the informal trails that currently exist.
- 2/ Work with the SCS to deliver some small wins before the Concept Plan is implemented. These could include the Hurst Rd to Pt Addis Rd link, Coogoorah Park trails and the roadside trail between Bells Beach and Southside car parks
- 3/ Continue to discuss the possibility of the Anglesea tip becoming a large bike park and major trailhead once it is closed and rehabilitated
- 3/ Continue to develop new relationships and foster current ones with all stakeholders.
- 4/ Complete signage at Hurst Rd. This will also include seating and bike repair stand
- 5/ Advocate to PV for more interesting features on the current formal trail ( Hurst Rd) eg. Jumps on 4 wd tracks

#### Working Bees

- 1/ Focus on degraded areas as our priority.
- 2/ Continue to add interesting and fun features in appropriate areas
- 3/ Endeavour to do some work on informal trails where possible
- 4/ Expand our volunteer work force
- 5/ Once monthly working bees are well re-established, we should look to add some small scale work bees more often.



6/ Explore and implement an Adopt- a -Trail concept where small groups of up to 3 riders care for a particular trail with small scale informal working bees

### Social rides

1/ Continue with monthly “open” social rides

2/ Endeavour to have a social ride of some sort at least every two weeks.

3/ Expand the number of alternative types of social rides. Jumps, Gravity, Adventure, E-bike, Gravel , Race training etc.

4/ Start social trips away (day or overnight) if legal requirements allow

5/ Reinstate dirt groms social rides. Hopefully one per term at least

### Governance

Child safety-

1/ Ensure all club documents are inline with current government legislation / regulations

2/ All club volunteer files to be kept up to date

Policies and Procedures –

Ensure all policies, procedures and other documents are reviewed every two years. Next date for most club documents is mid 2022

3/ Finalise social ride and skills clinics procedures

Auscycle

1/ Build a better relationship and a better understanding of Ausccyle and how they can help our club and sport especially in the area of Trail advocacy

2/ Investigate the possibility of not being affiliated with Auscycle and whether it could lead to better outcomes for the club and its members

### Membership

1/Review our membership data to understand our demographics. Market to any areas where we feel we could have more members or are not supporting as we could/ should

2/ Complete a member survey on an annual basis ( or bi annual?)

3/ Continue to ensure all members , especially new ones, are informed of the clubs goals and aspirations. Also ensure all members are welcomed and their membership is ..... ( acknowledged / show we are grateful ???)

### Grants

1/ Continue to apply for grants in applicable areas with a focus on underrepresented demographics where possible

### Environment

1/ Endeavour to work more closely with local environmental groups

2/ Educate riders about the local environment. This could be done through social media and by some social rides that have an environmental focus

### First Aid

1/ Continue to ensure all volunteers have relevant qualifications

2/ Ensure club files reflect point 1

### Jumps parks

1/ Advertise for 1 -3 people to form a more formal jumps parks subcommittee

2/ Continue to foster the relationship with the Anglesea Bike Park Committee of Management. (ABPCOM) Support the ABPCOM in their quest to retain the ABP at its current location

3/ Continue to advocate for more and better jumps parks within the Surf Cast Shire

4 Continue to advocate for a large scale jumps park in the Torquay area

### Finance

1/ Try to have 10k +in accessible funds at all times

### Merchandise

1/ Continue with current merchandise

2/ Continue to Investigate other merch options

3/ Set up an easier sales system with advertising via website

### Marketing and Communications

1/ Research better use of our social media platforms especially Instagram

### Skills clinics

1/ Endeavour to have a wider range of skills clinics covering all demographics and disciplines

2/ Ensure we have adequate numbers of coaches within club ranks to achieve point 1

3/ Expand coaches skills and experience. Endeavour to have at least 3 or 4 coaches with higher than Level 0 qualifications

## Events

### *Races*

- 1/ Continue to run at least one MTB and one gravel race per year
- 2/ Explore the level of support within the club for occasional club level races

### *Other events*

- 1/ Annual Xmas party
- 2/ Annual social event. Eg, A dinner night, movie night, using AGM as social night
- 3/ instigate "Trail Talks" nights as a casual social night with guest speakers , nibbles and drinks
- 4/ Bike maintenance workshops