



Minutes

Committee Meeting

Monday 4 March 2019

1. Welcome and apologies

Meeting commenced at 7pm

Attendees: Dougal Torrance, Ian McVay, Kirsti McVay, Phill Coulton, Ian Morton, Kim Malcolm, Russell Marston, Rob Langridge, Jan Koehler

Apologies: Andy Matz

2. Minutes of previous meeting, 3 December 2018

The minutes of the December meeting not available. Phill talked to his notes from the meeting:

- Sweepstake Race (Prize Money Criterium) – Rob presented his paper on the format and rules for the event, discussion ensued, Rob to revise paper for final endorsement
- Non-compliance with requests to volunteer – discussion re what could be done about members who decline to volunteer when asked. Some options considered but no formal policy decided. Dougal to remind members of their obligations in his end-of-year message
- Name change – consideration of changing club name to better reflect racing in Canberra region, not just ACT, and nomenclature from veterans to masters. Requires structured approach and special general meeting down the track

Action: Phill to compile the minutes from the 3 December 2018 meeting and distribute to committee members, by email, for endorsement at 1 April 2019 meeting.

3. Actions from the previous meeting, 3 December 2018

- Phill to arrange notice to members regarding AGM - completed
- Rob to revise Sweepstake paper for final endorsement – to be resolved at 4 March meeting
- Dougal to include words to the effect of 'please volunteer when asked' in his end of year message - completed
- Wheelrace catering, Jan and Kirsti to organise - completed

4. Committee Roles 2019

Welcome to Russell Marston who is new to the committee. Andy Matz was unable to attend the club's recent AGM, or tonight's meeting, but is keen to be a member of the committee. The committee welcomed Andy as an additional committee member.

The main item to be determined is the construct of the Race Committee (a sub-committee of the committee, headed up by the Vice President). The following committee members offered to be on the race committee:

Ian McVay, Vice President
Phill Coulton, Race Secretary
Russell Marston (To Be Confirmed)
Rob Langridge

Ian McVay will consider asking Andy Matz to also join the Race Committee.

Russell asked what the Race Committee role entailed. This was broadly explained. Jan said that work is underway to define the roles and responsibilities for all committee positions, to be submitted at a future meeting.

5. Reports

a) President's Report

Dougal referred to his report from the AGM which included:

- 2018 race program successful overall, 2 new venues added i.e. Cooma and Sutton Drive Training Centre (SDTC); 10 + additional races overall compared to 2017
- National AVCC level – Dougal elected Vice President of the national body and there is a new Treasurer; Ian Albrey has made a major contribution in drafting the new AVCC constitution, to be voted on at AVCC meeting in May 2019. Will include a lowering of the eligibility for male members from 35 to 30 years
- Priorities for 2019:
 - Stromlo Forest Park track truncation – submission to ACT Govt to oppose changes to southern end of track
 - Increase attendance at road races
 - Increase number of female participants
- Thanked:
 - All volunteers – marshals, ETCs, race directors for their contribution to running events
 - Ian McVay, clubman of the year for 2018, for diligence in running the race program, coordinating volunteers, first aid etc
 - Ian Albrey for organising provision of first aiders by Sports Medicine Australia (SMA)
 - All committee members for their individual contributions
- Talked briefly about potential name change for the club – to be considered down the track

Dougal is working with Andrew Remely on re-developing the AVCC website, noting that the ACTVCC website also needs further work.

AVCC National meeting to be held in Melbourne on 4 May 2019 – change to constitution, if accepted, will put members above executive & reduce joining age for male members to 30 yrs.

Kirsti asked about the ACTVCC membership categories. Previously the ACTVCC included a Tandem category at a reduced membership rate but for 2019 the AVCC has limited the membership categories to two categories only i.e. racing or non-racing (via the AVCC membership database Sports TG) with no reduction for tandem riders. A tandem member has queried the change. To be discussed at a future meeting.

Action: Put Tandem riders category on agenda for next meeting

b) Secretary's Report

- Jan new to role, a learning curve, any pointers gratefully accepted
- Prepared to serve as Secretary for two years, has been a member since 1995 and keen to see club prosper well into future
- Need to arrange handover with Phill incl. determine split of responsibilities between Secretary and Race Secretary roles. Thank you to Phill for his contribution as Secretary for the last few years
- Would like to establish Action and Decision registers to ensure action items are resolved and a summary of decisions are recorded. Also keen to regularly communicate work of the committee to club members
- Confirmed with committee members that monthly committee meetings will continue to be held on the 1st Monday of the month, 7pm at the Raiders Weston Club

Action: Jan and Phill to arrange handover of Secretary role and determine split of duties for Race Secretary role

c) Treasurer/Membership Secretary Report

Kirsti reported:

- Current membership total is 279 members, numbers slowly increasing
- Finances remain sound. As at 28 February 2019 business account balance is \$20,557, noting approx. \$3.5k of expected expenses in the next month or so for SFP hire and new road signs. Term deposit account balance is \$57,387 and due for renewal in mid-March. Committee agreed that the term deposit be 'rolled-over'
- Refer to Attachment A for Financial Summary

Action: Kirsti to 'roll-over' the term deposit amount on due date.

d) Race Committee Report

Ian McV reported:

- The criterium age championships were well attended, justified the switch from holding them on weekends in previous years to two consecutive Tuesday nights this season
- Road race numbers gradually increasing, mainly in higher grades; lower grades particularly F & G have poor numbers; need to promote road racing more widely in the Canberra region; Dougal suggested advertising for a promotions/communications officer again
- Potential new members now eligible for two trial rides with second trial ride to be taken within 4 weeks of the first one, previously one ride only before having to join club
- ETC positions have largely been filled for the entire 2019 race program, only 6 vacancies remain
- In process of replacing some road signs, expected expense approx. \$1.1k
- Sought committee member to open/close SFP for the last 5 weeks of the criterium season; Phill to do 5 March, Jan to do 12 and 19 March, two vacancies for 26 March and 2 April
- Criterium officials must ensure gates are closed at race track to prevent people, particularly children, entering the race track while races ensure are in progress

Action: Dougal to prepare some words for inclusion in The Bleat to advertise for a promotions/communications officer role

6. Prize Money Criterium Event, 12 March 2019

Discussion about the total prize pool, largely the club contribution, and splits between placings. Rob's view - the event has been advertised in The Bleat for the last few weeks, not appropriate to change 'rules' now.

Committee agreed to proceed as advertised i.e. prize pool for each grade to comprise \$10 rider entry fee matched by \$10 per rider from club funds. Total outlay for club is potentially \$1,200 if field max. of 40 riders in each race achieved (considered unlikely). The \$1,200 is in addition to the cost of hiring SFP and SMA first aider.

Spilt of prize pool:

1st 50%

2nd 20%

3rd 10%

Sprint 5%

1st from lower grade 15%

Ian Morton has set up the event in Sports TG, committee agreed to the event being opened for entries pronto with a cut-off time of 10pm Monday 11 March to allow scrutiny of entries by handicapper and preparation of prize money by treasurer.

The committee also agreed that no points be allocated to riders for this event i.e. that contribute to the Summer Pointscore.

Decisions:

- Club to match race fees dollar for dollar, determines total prize pool
- Split of prize pool as shown above
- No race points allocated for this event

Action: Ian Mo to open Sports TG event for registration and close off at agreed date/time

7. Gunning Two Day Event Planning

Planning underway, noting potential clash of event with NSW Cycling Junior Championships (Ian McV and Phill dealing with this). Planning summary to be reviewed and updated as a work-in-progress for next two meetings. Continue advertising the event in The Bleat.

Race Director has been appointed – Ben Davis. Numerous marshal spots yet to be filled.

Decisions:

- Entry fee set at \$40
- Club to self-cater the event, using Breadalbane Hall for day two

8. Shipping Container, Narrabundah Velodrome

A proposal to cost-share use of a shipping container with Vikings Cycling Club, for storage of track bikes at Narrabundah Velodrome, has been put forward by Michael Langdon. More information is required before committee is able to make a decision.

Action: Phill to come back to committee with more information

9. First Aid – non-SMA Providers

In the event that SMA, the club's preferred first aid provider, is unable to allocate a first aid officer for a race the current option is to seek an ACTVCC member to volunteer as first aider. Should a payment for this role be offered, in line with payments to ETCs and marshals? Committee agreed to \$50 per event.

In the unlikely event that an SMA officer or club member is unavailable to provide first aid on race day could the club utilise a non-club person with relevant qualifications to stand in? Insurance implications are unclear, Ian McV to review and report back.

Decision: Club members with relevant First Aid qualifications who stand-in as first aid officer when SMA unavailable to be offered payment of \$50 per event.

Action: Ian McV to review insurance implications for non-member volunteers, including non-SMA first aid providers, at races.

10. Payment Schedule

Work on this table commenced last year. Reviewed by committee, several changes to be made.

Decisions:

- Remove \$50 per day for 'far-turn marshal' at Gunning 2Day; reverts to \$30 per day (same as other Gunning 2Day marshals)

- Honorarium, currently paid to Graham Hendrie, to incl. 'paid annually in arrears'
- First Aid officer undertaken by club member \$50

Action: Jan to update table for endorsement at next committee meeting

11. Update Committee Email List

Committee email lists to be updated to reflect the make-up of the new committee. Kirsti suggested that all committee members should be included in race committee emails to ensure everyone stays in the loop - agreed. Committee agreed to do away with the email address info@actvets.cc as this mailbox is not necessarily monitored, these emails to be redirected to secretary@actvets.cc

Action: Jan to liaise with Allan Bontjer to make the relevant changes

12. Race Numbers

Jan conveyed some members' comments on current race bib numbers becoming increasingly worn, with some difficult to read, and different shapes and sizes of bib numbers in circulation. Kirsti and Phill both have some stockpiles of replacement numbers but not necessarily complete sets. Considered timely to look at replacing these. Committee agreed to consider options.

Action: Phil to contact Canberra Cycling Club (CCC) to find out the supplier of their cloth numbers.

13. Other Business

- a. Memorial Trophy – Kim asked for clarification on what names should be included on the memorial trophy. Historically this trophy was to include all current and former members who have passed away. Trophy requires updating for several recent deaths. Noted that the trophy has limited space to include an ever-growing list, options to be considered. Rob raised the issue of him being, by default, the 'death officer'. The committee praised Rob for the good job he is doing in this role of compiling historical information, anecdotes and photos about members/former members who pass away for inclusion in The Bleat.
- b. Wee Jasper – Ian Mo said that he had recently found a road at Wee Jasper that could potentially be good for racing. Race Committee to consider looking at this venue for 2020.

14. Next Meeting

Next meeting is scheduled for 1 April 2019.

Meeting closed at 8.55pm

