
MINUTES OF PEDAL POWER ACT INC. ANNUAL GENERAL MEETING, FEBRUARY 2014

ATTENDANCE

MEMBERS

Armstrong, Chris	Chalken, Andrew	King, Declan	Taylor, Carol
Armstrong, John (EO)	Cleaver, Jenny	King, Matthew	Tozer, Clem*
Armstrong, Lindy	Cleaver, Phil	Knoke, Shelley	Wensing, Luke
Bacon, roger	Crawford, Mark	Laker, Linda	Widdup, John (Vice- President)
Baron, Phillip	Deakin, Vicki (Secretary)	Lambeck, Gerda	Widdup, Julia
Braund, Michael*	Driver, Rod	Mann, Chris	
Brooks, Jane (President)	Greathedd, Sherryl	Munroe, Claire	
Campbell, Tom	Helyar, Gillian	Paise, Bruce	
Catchpole, Barbara	Helyar, Keith	Patch, Robert*	
Catchpole, Ted	Ibbotson, Jeff (Vice- President)	Quick, Alma	

**on council 2013*

NON-MEMBERS

None

CHAIRMAN OF THE MEETING

Jane Brooks (President Pedal Power ACT)

1. MEETING OPENED AT 7:40 PM

2. COUNCIL MEMBERS FOR LAST YEAR

Chairman introduced the 2013 Council members present to the meeting.

3. PROXIES AND VOTING PAPERS

There were no proxy or voting forms submitted to the office prior to the meeting or to the chairman at the meeting.

4. APOLOGIES FOR NON-ATTENDANCE

Marie Wensing, Prame Chopra*, Eric Huttner (treasurer)*, Rod Katz*, Beth Johnston, Silka Smaglinski, Doug Thompson, June Hornby
(* on Council 2013)

5. MINUTES OF LAST GENERAL MEETING

Meeting accepted the minutes as a true and correct record of that meeting.

Copy of minutes signed by Chairman.

6. MATTERS ARISING FROM THE MINUTES

None

7. 2013 ANNUAL REPORT AND ANNUAL FINANCIAL STATEMENT

Report presented to meeting by the chairman, Jane Brooks

Executive Officer, John Armstrong, presented the financial statement for 2013 on behalf of the treasurer. Key discussion areas raised by members are noted below

- Strong financial reserves noted for Pedal Power ACT in the financial statement. Members informed of decision by Council to:
 - Invest in items identified on the strategic plan for 2014; which includes;. engagement of volunteer coordinator; a membership drive and support staff roles (i.e. part-time communication officer
 - To retain this strong financial position as a backstop for a period of three years to cover possible grant cessation.
- Query raised about transparency of fund raising income and differences in income between events (particularly large profit of Fitz's Challenge verses loss for Big Canberra Bike Ride) and projects, which was not apparent on the financial statement.
 - Differences explained by use of volunteers only to run Fitz's Challenge compared with paid event management staff for BCBR. Meeting informed of changes to 2014 Big Canberra Bike Ride event with a continued link with Amy Gillett Foundation and an expected small profit for 2014 event as an outcome of changes

- **Action:** In future account reports, 'events income' title to change to 'events and projects' for clarity and notes added as necessary to identify income and expenditure for different events and projects.

Meeting adopted the annual report and annual financial statement for 2013.

8. PRESENTATION OF PEDAL POWER ACT ANNUAL AWARDS

The chairman presented the awards:

a) The Paul Truebridge Memorial Volunteer of the Year award

- Roger Bacon (advocacy role)

b) Events of the Year award

- **Fitz Challenge 2013** to organisers (Clem Tozer, Gillian Heylar, John Widdup, Keith Helyar, Vicki Deakin)
- **Tour de Darling** (John and Julia Widdup)
- **Centenary Trail Blaze** (Neil Dall and Matt King (from CORC), Jeff Ibbotson (PP))

c) Leadership award – Beth Johnstone (New Horizons Program)

d) Service award – Silke Smaglinski and Doug Thompson (Pedal Power ACT bicycle maintenance courses)

e) Volunteer Recognition awards

- **Jenny Cleaver** (New Horizons program, Further Horizons social rides and support to novice riders)
- **John Widdup** (time and effort dedicated to Pedal Power ACT)
- **June Hornby** (advocacy)

Those members not present will be advised of their awards which will be presented at another time.

9. APPOINTMENT OF PUBLIC OFFICER

Luke Wensing was re-appointed as the Public Officer for Pedal Power ACT Inc.

10. ELECTION OF COUNCIL MEMBERS

The Chairman reinstated the new constitution.

a) The following people were elected to Council for two-year term, in accordance with the constitution:

Jane Brooks, John Widdup, Vicki Deakin, Eric Huttner, Robert Patch

b) The following people were elected to 2014 Council for a one-year term, in accordance with the constitution:

Michael Braund, Prame Chopra, Gillian Helyar, Bruce Paine, Jeff Ibbotson

The Chairman welcomed two new Council members –*Gillian Helyar, Bruce Paine*.

c) Jane Brooks was elected as president for one year and agreed to continue for another term.

11. MOTIONS ON NOTICE

None

12. CLOSE AGM

The meeting closed at 8.15 pm

13. OPEN DISCUSSION

The public officer Luke Wensing thanked the outgoing Council members, the Executive Officer and Pedal Power ACT staff for their professionalism in managing the organisation and operational procedures. Carried by acclamation.

The Executive Officer, John Armstrong, updated the members on several key initiatives of Pedal Power ACT in 2013/2014. These were:

- **Involvement of Pedal Power ACT in the ACT Cycling alliance**
 - This is a joint venture of four organisations, CORK, Cycling Australia (CA), BMX ACT, and Pedal Power ACT.
 - Main objective – to shape the capacity for cycling in the ACT.
 - \$64,000 grant received from ACT government for two years as seeding funds.
 - Pedal Power ACT to undertake operational procedures from the Pedal Power ACT office.
- **Further collaboration with Cycling Australia (CA)**
 - MOU (Memorandum of Understanding) pending to formalise final arrangements. Outcomes include:
 - Improved insurance for Pedal Power ACT members at a more cost effective option than previous insurance plan (already activated).
 - Improved membership services and management of membership data base (provided by IMGSTG) at a cheaper rate than Pedal Power ACT currently pays, including processing and production of membership cards and membership reminders (close to completion).
 - Enhanced advocacy opportunities (already initiated)
 - Increased opportunity for increasing membership – Canberra cycling club members are automatically invited to join Pedal Power ACT via CA membership database system when renewing their CA membership (already initiated – 46 new members joined in the last month).
- **Membership updates**
 - Change to membership categories: new student membership initiated.
 - Additional discounts for members on events introduced.
- **Advocacy** – Jeff Ibbotson gave an overview of future priorities for the advocacy team for 2014.
 - ACT government has reduced funding to cycling in favour of a focus on light rail.
 - Hence Advocacy Team will focus on improving government coordination between different government departments in relation to cycle facilities and infrastructure.

- Key advocacy projects include Civic Cycle loop, half-day ride around the Lake Burley Griffin, Kingston foreshore; improvement to cycling access and ride through in major town centres; input into road planning (new roads)
- Advocacy team meets monthly and extends a welcome to members who may want to join the team.