

Canberra Cycling Club Committee Meeting Agenda & Minutes

Thursday 21 November 2019 - Peter Blackshaw Manuka



Item	Agenda (responsibility)	Minutes	Actions
1	<u>Attendance (TD)</u>	<p><u>Present</u> RR, JJ, Trish, TD, SC, AC, RW, JW</p> <p><u>Apologies</u> JS</p>	
2	<p><u>Previous Minutes (TD)</u></p> <p>1. Approve Minutes of the previous meeting</p>	RR, TD approved.	
3	<p><u>Previous Actions (TD)</u></p> <p>1. Minutes uploaded to CCC website 2. Vacant Committee Positions - confirm 3. Member Survey 4. Operational Plan 5. Volunteer Policy 6. Crit Prizemoney 7. Crit Equipment 8. iTT medals 9. 2020 Race Calendar 10. CACT Invitation</p>	<p>1. RW has sent previous minutes to AI for uploading. 2. Committee Update - RW completed a review of current members. RW requested that the Committee approve the updated list and RW organise it to be posted to the CCC website. 3. RW distributed the member survey to the membership. TD provided an update of results so far. Issues identified include moving racing to Sunday's, and incentivising members to volunteer. 4. Ops Plan - RW to continue working on the Ops Plan. 5. Volunteer Policy - RW to continue working on the Volunteer Policy. 6. RR, SC and RW reported that the Crit prizemoney has been revised. 7. SC reported that access to crit equipment was completed. 8. RW has CCC medals stock. Some medals provided to Jono Hazell for engraving with Trophy Link ready for</p>	<p>2 - RW to request AI Sieper to add ccc@canberracyclingclub.org.au to CCC committee page on website as main contact. 3 - Member survey. RW to send a final reminder email - tomorrow. JJ to summarise results from survey. RR to make flyer.</p>

		iTT. 9. See below 10. See below	
4	<u>Finance Update (TE)</u>	TE report. \$44K in the bank, \$20K in the term deposit. Paid a few first aid coverage payments. RR has cash box, need smaller denominations. CCC Auditor has retired. Need new auditor.	RW email TE most recent invoice. RW request JS to hand card to SC. Drop into peter Blackshaw. RR ask about options for a new auditor.
	<u>Sponsorship Update (AC)</u>	AC reported that the 3 year Healey property investment sponsorship of the crits will finish this year. Also, it appears that the sponsor's marquee is not in the SFP storage area. The CCS marquee is also missing.	TE to raise final invoice for sponsorship. AC to email SFP manager regarding missing marquees. RR to ask PR if he has any knowledge of the marquees' location.. This to be carried over to next meeting as an agenda item.
5	<u>Volunteers (TD)</u>	<u>Volunteers</u> TD and RR gave an overview of their ideas for increasing volunteer engagement. Primarily through providing incentives for key volunteer and committee positions. They suggested that this be raised with the membership at the next AGM. RW reported that th draft volunteer policy includes some of the element TD and RR are proposing. <u>Junior Volunteers (involvement)</u> RR gave overview of ideas relating to engaging juniors as volunteers. RW raised paid employment issue. SC gave overview of team engagement. Thank you to all of the teams who have volunteered including CCS, Tiffen, PNX. AC —> suggested complimenting the team model with other arrangements. SC —> gave an overview of the vikings crit coin model.	Action <ul style="list-style-type: none"> - Volunteer policy to be developed ready for presentation membership at AGM - RW - Committee to vote on in priinciple support for moving to a licenced operator model or similar for running of the Crits. RR to lead.

		<p>Could this be used? TD —> overview of Vikings proposal? RR —> Should key volunteer positions be paid? Or should CCC licence or tender out operation of the Crits?</p>	
	<p><u>2020 Race Calendar (JJ)</u></p>	<p>JJ has pulled together a race calendar. In consultation with Vikings. CCC to cover most winter road races. Season pass for winter road. Club rides. Schedule 'Club Rides'? TD supports. JJ proposed. SC - risk management. Early ride, avoid traffic. Require club captain, helmet declaration, CA membership. TD - CCC to press on with developing race calendar. 2 club rides in the shoulder seasons. Courses TBA. Idea of TT series works well, it may not be what the members want. TD proposing to keep hill climb TT. Change third TT to a road race. Road race season pricing pricing. JJ proposed \$15 flat fee. If you volunteer for a role then get 50% discount. JJ proposed a trial of a season a season pass for winter road. JJ proposed a trial of EntryBoss. Season broken up into 6 week blocks. No races on school holidays. 1 race and 1 other (eg TT or crits).</p>	<p>Actions:</p> <ul style="list-style-type: none"> - JJ to revise race calendar to include additional club rides & replace road race. Winter road races on Sundays 10am. - Committee to approve calendar out of session - JJ to circulate to calendar to committee. Comments within 2 weeks.
6	<p><u>BAG Report (JW)</u></p>	<p>JW tabled the BAG report.</p> <p>The last Bicycle Advisory Group (BAG) meeting was held on 18 October 2019. The draft minutes have not yet been received from Roads ACT. The following is a summary report of items of interest to CCC. There was some progress on the issue of traffic marshal training. Roads ACT will now issue the Event Traffic Marshal cards, rather than Blended Learning. The cards will no longer carry an expiry date, so there will not be any need for a refresher course after three years or whatever. I had thought that the Event Traffic Marshal</p>	

		<p>skill sets had been determined in relation to the construction industry, as there are safety issues included which are irrelevant to running a road cycling event: but in fact they were taken from the mining industry ! Roads ACT undertook that, were there to be an update of the required competencies, there would be prior discussion with cycling clubs. Roads ACT will continue to fund traffic marshal training courses. ACT Veterans Cycling Club was interested in getting NSW recognition of the ACT cards, as this would simplify ACTVCC races run on courses in NSW. (NSW has expressed an interest in the ACT traffic marshal course.)</p> <p>2. On the Mike Hall coronial case, the Government's reponse to the Coroner's recommendations was to be tabled in the ACT Legislative Assembly in the next week or two.</p> <p>3. There was discussion about crossing the tram line. Pedal Power noted that the tram line light seemed to be red even when no tram was coming. Cyclists seeing a green light on the road lanes beyond the tram track were therefore inclined to ignore the tram line light, which would be dangerous if there were indeed a tram coming. The Light Rail representative said that all works were not yet complete, although trams are operating. Roads ACT noted that cyclists and pedestrians were not top of the road-user hierarchy on all roads.</p> <p>4. Pedal Power suggested inviting the AFP to the BAG.</p> <p>5. A cyclist had been attacked by an off-leash dog near the Rock Garden, which is under National Capital Authority management. The NCA representative said the NCA had no policy on the issue: the off-lease option was an ACT Government decision. Ken Marshall agreed to review signage in view of the legislative change.</p> <p>6. There was discussion of the stairway now to be</p>	
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6	<u>Summer Crits Update (SC)</u>	Women's A grade Prize money (TD, RR) RR provided update on prize money. After	RW to update prizemoney info on the website.

		<p>consultation, women's A gets exactly the same prize money as men's A.</p> <p>4/12/20 - SC not available. need standby (SC). RR, TE 11/12/20 - SC not available. TD can cover. 18/12/20- TE not available. SC, CC, AC, T can cover.</p> <p>RR and SC reported that the club iPad no longer charges efficiently and has operating issues. CCC needs a new iPad to operate the crits. TD moved, RR seconded. A new iPad will be purchased. Xmas crits - double prizemoney. Christmas Cakes for 1st Prize. TE to organise from Lyons. Invite Janelle Carter. Mark Carter framed poster. Commemorative poster.</p> <p>Numbers. RR. Permanent numbers. If you have a number bring it in. Swap old permanent number for new number.</p>	<p>AC to Contact Greg Boorer and Janelle Carter with invitations to attend the Christmas Crits. RW to send out email requesting information about location of Crits trophy and Presidents cup. RW. Start a permanent number register. RW email members with details of permanent numbers. Issue new numbers</p> <p>RR get quote and design for new numbers from John @ Vie13. RW ask VC and ANU RE number ranges. ASAP.</p> <p>SC Email James@spark to request current CA licence types to be included in critsonline.</p>
9	<u>One Cycling Update (TD)</u>	TD gave overview.	
11	<u>Other Business</u> <ol style="list-style-type: none"> 1. Permanent race numbers (JJ) 2. Club Champs - free (JJ) 3. Crits 'How to' (RW) 4. Vikings Tri Email (RW) 5. EntryBoss (TD) 6. CCC Club Seal 7. CCC Post Box & mail 	<u>1. Permanent Race Numbers</u> Will be issued soon. Communication forthcoming. <u>2. Club Champs - no cost</u> Held over to next meeting. <u>3. Crits 'how to' + electronic timing board</u> RW and SC have prepared a suite of <i>draft</i> Crits How to	

	<p>8. Work Experience for Juniors (RR)</p> <p>9. John Paloni bike offer</p> <p>10. Keys for SFP</p> <p>11. President's cup (track)</p> <p>12. Christmas Crits</p> <p>13. EFTPOS card</p> <p>14. Committee Working Groups</p> <p>15.</p>	<p>docs. Held over.</p> <p><u>4. Vikings Tri Email</u></p> <p>Correspondence received from Vikings Tri club about their event in conflict with CCC club iTT champs. RW advised the VT president that road approvals were required. VT not proceeding with their event.</p> <p><u>5. EntryBoss</u></p> <p>Neil Skipper correspondence to TD on 12/11/2019. CCC use of EntryBoss? Held over.</p> <p><u>6. CCC Club Seal</u></p> <p>Club Seal not required.</p> <p><u>10. Keys for SFP</u></p> <p>RW has contacted Jeffrey Vanaalst Facility Manager @ SFP regarding CCC being provided with additional keys to access the office, storage area and power box.</p> <p>CCC has the following keys:</p> <ul style="list-style-type: none"> ● TE - keys for SFP office door ● TD - keys for shipping container and spare van key ● J Hazell - main keys for the van (ready for iTT) <p><u>Offline Working Groups.</u></p> <p>CCC Committee agreed to convene 'out of session' working groups. Principles included those convening a group to send out a notification and request for participants, together with regular reporting of progress. The president to be consulted for all major</p>	
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		decisions. JW provided an overview of the operation of the Executive Working Group. This shall continue to be convened by email and additional meetings as required.	
12	<u>Next Meeting</u>	Thursday 12 December 2019 7-8 pm. RUC.	RW make a booking.