

Canberra Cycling Club Committee Meeting Agenda & Minutes

Thursday 19 November 2020 - Blackshaw Manuka



Item	Agenda (responsibility)	Minutes	Actions
1.	<u>Attendance (TD)</u>	<p><u>Present</u> Oliver Murray (OM), Rainer Wilton (RW), John Warren (JW), Rae Rogers (RR), Trish Ellis (TE), Megan Pitcher (MP), Andrew Chamberlain (AC), Steve Crispin (SC), James Jordan (JJ), Brad Peppinck (BP)</p> <p><u>Apologies TBC</u> Tristan Dimmock (TD)</p>	
2.	<p><u>Previous Minutes (RW)</u></p> <p>1. Approve Minutes of the previous meeting</p>	<p>1. The minutes of the previous meeting (October 2020) were approved.</p>	
3.	<p><u>Previous Actions (RW)</u></p> <p>1. New accounting software 2. Vikings re volunteer management</p>	<p>Discussion / Outcome:</p> <p>1. TE reported that she had investigated new accounting software / book keeping service and obtained a quote (see below) 2. RW reported that he had contacted Vikings and received in principle support to include Vikings members in the duty rostering model.</p>	
4.	<u>New Members (RW)</u>	<p>RW put that Brad Peppinck be appointed to the committee as a general member in the role of Volunteer Coordinator. Seconded RR. Carried. Welcome Brad.</p>	<p>Action</p> <ul style="list-style-type: none"> - RW to contact John at the Cyclery and invite to join the committee.

		John from Lonsdale St Cyclery has expressed interest in joining the committee in a cycling development style capacity (participation / rider Development).	
5.	<u>Treasurer's Report (TE)</u>	TE reported: <ul style="list-style-type: none"> - She has prepared a financial statement for the calendar year to date (tabled at the meeting) - The CCC financial position is strong - Quote from other company 	<u>Action</u> <ul style="list-style-type: none"> - TE to engage Bennets Tax and BAS service to provide bookkeeping and reporting services as per quote. Also to approve CCC subscription to MYOB online service as per quote
6.	<u>2021 Road Calendar (JJ, RW)</u>	JJ reported: <ul style="list-style-type: none"> - He has prepared and distributed a draft calendar for committee review and input. - The TT events have been included as a cost saving measure. - TD provided a written submission: "road race in March if possible, and the first 3 time trials be turned into road races instead - leaving 3 TT's in the lead up to the ITT champs. Prioritise road races over time trials in the 2021 season. Kermesse early in the new year". - In discussion it was suggested that any TTs have TT and non TT categories to encourage greater participation. - Any interested members are to review the calendar and provide input to JJ ASAP. - JJ will organise a meeting with Vikings to confirm the calendar. This needs to be done ASAP to enable enough time to allocate volunteers to staff the events. - JJ to prepare budget reconciliation docs for sharing with VCC for current road season. RW reported	<u>Action</u> <ul style="list-style-type: none"> - ALL to review 2021 road calendar and provide input to JJ ASAP. - ALL to indicate interest to JJ in participating in road calendar working group with Vikings - JJ to schedule working group with Vikings to prepare draft final calendar. - RW to distribute dates/details of proposed end of year Sutton Driver Training Centre kermesse series to committee

		<ul style="list-style-type: none"> - Pricing for 2021 road events in 2021 will need to be revisited in light of the drop in our membership fees. - TD provided a written submission including supporting an increase in pricing, additional costs for non CCC and VCC members (ie a discount if you are a VCC or CCC member), but also absorbing some of the costs or racing. - RW reported that he has been investigating a December / Jan Kermesse Series at Sutton Driver Training Centre. 3 races early on a Sunday morning. Dates are 13 & 20 December noon and 10 January 2021. The venue is available, commissaires ae available, and Vikings support this event. - RR suggested titling it a Beat The Heat Kermesse Series. 	
7.	<u>Monday Recovery Ride (RW)</u>	<p>General Committee Discussion:</p> <ul style="list-style-type: none"> - All in favour of restarting this bunch ride - Branding should be 'Monday No Drop', or 'Monday Social Ride'. - Focus is to be a CCC club run social, Skills Development, experience sharing, new rider style ride. - Committee members to be rostered to being the ride leader on a rolling basis. IE one committee member allocated to attending the ride, conducting pre ride briefing / annoucements, and leading the ride. Committee members are encouraged to attend and promote this ride to their riding networks. - Objective is to have a bunch ride where we can direct new and potential members to gain bunch riding skills etc - Ride to commence on the last Monday in November. 	<p>Action:</p> <ul style="list-style-type: none"> - RW to set up EntryBoss event for this bunch ride - RW to include info on website - MB to undertake social promotion of the event (including weekly(?) facebook and strava events - RW to distribute information about this in the newsletter - RW to develop committee bunch leader roster.

		<ul style="list-style-type: none"> - Christmas ride. Last Wednesday before Christmas. 21st? 	
8.	<u>Sponsorship (RW, AC)</u>	<p>General Committee discussion</p> <ul style="list-style-type: none"> - CCC still requires a club sponsor. AC to follow up possible options. - Cart's Christmas Crits <ul style="list-style-type: none"> o CDC will again provide overall prizemoney, Vicki Whitelaw will provide a bike fit voucher o ABC will provide prizemoney for the wheelrace o CCC will organise a BBQ. CCC pay for it to run. Sausages, Softies, Beers. o BP will approach Nick Spencer Wines and see if they would like to participate. o RW to set up EntryBoss to enable additional registration of BBQ participants for catering purposes. o TE and RR to organise Christmas puddings as usual. o RR to organise Lollie Bags for Kids o AC to organise Podium o RR to supply chocolate medals. CCC to reimburse RR for these. - CCC to purchase 4x teardrop collapsible banners. (2x for crits, 2x for van). - RW to contact bike shops and try and establish member discount deal. Typically in return for social posts along the lines of 'buy from your local bike shop'. - New van – set up entryboss donation fund 	<p>Action</p> <ul style="list-style-type: none"> - Members to action the items listed against their name
9.	<u>BAG Report (JW)</u>	<p>JW Reported:</p> <ul style="list-style-type: none"> - He has circulated a BAG report for committee review 	

		<ul style="list-style-type: none"> - He has been successful in obtaining a list of club members who have completed traffic marshal training. 	
10.	<u>Other Business</u> <ol style="list-style-type: none"> 1. Crit Update (SC) 2. Secretary's Update (RW) 3. Marketing Social Update (MP) 4. Handicapping (AC, All) 5. Women's Grades (RR, All) 6. RW to send Karl M-B a sixpack + get well note 7. BP to contact Yoan and provide support. 8. Newsletter (RW) 	<u>Other Business</u> <ol style="list-style-type: none"> 1. SC reported: <ol style="list-style-type: none"> a. Need new equipment – weights. Approved b. The Hedley marquee canvas has been returned, and the pain one removed from the SFP storage area c. Wheel race handicapping – it was agreed that the Top 5 from each race will enter the race. A-D open, and Women's A. d. First Aid – officer to wear a vest and have adequate first aid supplies 2. RW reported that the new AusCycling timing system is now available for use, the CCC van may need replacing soon, and AusCycling will roll out a new numbering system across the ACT. 3. MP reported that the social spend is having good tracking. The committee approved the ongoing use of modest spending on paid promotion of events on social platforms 4. There have now been enough races to warrant a handicapping meeting. Scheduled for Sunday 7pm. The committee agreed that there will be a requirement for riders to request grade moves up and down each week (they cannot do it themselves). The entry list provided to Trish will be the 'final' list. IE no grade changes at the desk. 5. Next Season there will be Women's B & C (Women's Development) grades. All other grades (A-D) will be 'Open'. 	<u>Actions</u> <ul style="list-style-type: none"> - OM to buy 6x 5-10kg weight bags. Approved. - RW to email SFP management re ongoing loss of equipment from SFP storage area - RW to contact first aid officer and ensure adequate equipment / identification (ie a vest). - SC to include communication in social posts reminding riders to not change own grade. Riders should request grade change from SC. - MP to continue social management. Ideally a post after each race with grade winners and results etc, and posts prior to each event to improve registrations. Event registration can be monitored via 'live entries' on EntryBoss events. - All interested members to participate in handicapping meeting this Sunday @ 7pm (online). - RW/SC to contact Karl M-B and confirm address / beer preference. Send get well note. - BP to contact Yoan with feedback/support following accident.

		<ul style="list-style-type: none"> 6. RW to send Karl M-B a sixpack + get well note 7. BP to contact Yoan and provide support guidance following incident. 8. RW to prepare a newsletter. All to provide input and content. Digital membership card, Monday ride, Christmas ride, Christmas crits, handicapping, 	
11.	<u>Close and Next Meeting</u>	<p>Next Meeting</p> <ul style="list-style-type: none"> 1. Christmas meeting – Thursday 17 December 6pm at the Duxton 	<p><u>Action</u></p> <ul style="list-style-type: none"> - RW to book a quiet table for 12-14 pax (upstairs?).