
MINUTES OF PEDAL POWER ACT INC. ANNUAL GENERAL MEETING 16 FEBRUARY, 2016 (DRAFT)

ATTENDANCE

MEMBERS

Armstrong, Chris	Helyar, Gillian (Pres)	Moffat, Neil
Armstrong, John (EO)	Hornby, June	Munro, Claire
Armstrong, Lindy	Ibbotson, Jeff (Vice-Pres)	Paine, Bruce (Council)
Bacon, Roger	Johnston, Beth	Shaw, Steve
Brooks, Jane (Vice-Pres)	Kalms, Bryan	Smaglinski, Silke
Bush, Richard	Katz, Rod	Taylor, Carol
Chalklen, Andrew	King, Miathhuw	Wensing, Marie
Deakin, Vicki (Secretary)	Lambeck, Gerda	Widdup, Douglas (Treas)
Driver, Rod	Lynch, Mike	Widdup, Joanne
Greathead, Sheryl	Mewburn, Inger	Widdup, John (Council)
Hawkins, Walt	Mewburn, Luke	Widdup, Julia

NON-MEMBERS

Nil

CHAIRMAN OF THE MEETING

Gillian Helyar (Outgoing President, Pedal Power ACT)

1. MEETING OPENED AT 7:40 PM

2. COUNCIL MEMBERS FOR 2015

The Chairman introduced the 2015 Council members.

3. PROXIES AND VOTING PAPERS

Eric Huttner. All votes were affirmative for the nominated council member(s) for: Vote 1: for council members as listed in the Agenda to serve for 2 years; Vote 2: 1 members of council as listed for 1 year; and Vote 3: Jane Brooks for President.

4. APOLOGIES FOR NON-ATTENDANCE

Eric Huttner (council), Michael Braund (council), Luke Wensing (Public Officer), Peter Gamble, Keith Helyar

5. MINUTES OF ANNUAL GENERAL MEETING (2015)

Accepted as a true and correct record of that meeting. Accepted by Gillian Helyar and seconded by John Widdup.

A copy of minutes was signed by the Chairman.

6. MATTERS ARISING FROM THE 2015 MINUTES

None

7. ANNUAL REPORT AND ANNUAL FINANCIAL STATEMENT (2015)

The 2015 Annual Report and Annual Financial Statement was presented by the President (Gillian Helyar) and Treasurer (Douglas Widdup). Jeff Ibbotson (Vice-President) presented the main achievements and changes to advocacy team focii for 2015. Key features included

- an increase in total membership (nearly 7000 members) and improvement in membership retention, compared with 2014.
- an increase in Pedal Power ACT staff (and corresponding wages) associated with the employment of a full-time Communications Manager, a part-time Project and Event Manager and a part-time Membership Services officer. (Wages listed are not representative of a full-year's employment for all positions)
- a new cycle map for ACT, new branding and new jersey initiated for Pedal Power ACT
- the inclusion of the *Fitability* group in Pedal Power ACT (since May 2015)
- a strengthening of the advocacy team's activities into 2 strategic areas: 1) cycle safety/culture and 2) road infrastructure, which allows more focused representation for cyclotourism and cycle safety in the ACT. Several cycling infrastructure and safety issues have now been realised or recognised in the ACT because of the lobbying by the advocacy team (e.g Civic Cycle loop, Bowen Crossing, Vulnerable Road Users Inquiry, Active Travel network).
- providing ongoing cycling-related activities (e.g recreational rides, bike maintenance courses, National Ride2Work day, CycleJam, Ride Leader accreditation) and novel cycling-related initiatives (e.g overseas cycling tour). The financial status of Pedal Power ACT remains reliant on income from government grants, large events, some programs and projects (e.g Amy's Big Canberra Bike Ride, Fitz's Challenge, New Horizons, ACT Cordon Counts, Cycle Facilities Rating scheme) as evident in the Annual Financial Statement.
- more recognition of Pedal Power ACT volunteers.

On behalf of Council, the president, Gillian Helyar, formally acknowledged and thanked John Armstrong and Jeff Ibbotson for their leadership and dedication, particularly in facilitating the advocacy agenda.

The Annual Report and Annual Financial Statement for 2015 was tabled and accepted by Gillian Helyar, seconded Rod Driver.

8. PRESENTATION OF PEDAL POWER ACT HONORARY MEMBERSHIPS

The chairman presented the awards of **Honorary Life Membership** to:

Annemarie Driver (posthumous), June Hornby, Jeff Ibbotson, Doug Thompson, Silke Smaglinski Luke Wensing, Marie Wensing, John Widdup and Julia Widdup.

Although Howard Rawson was eligible for receipt of an Honorary Life Membership, he declined the offer.

An **Honorary Membership** for one year was awarded to Roger Bacon.

9. PRESENTATION OF PEDAL POWER ACT ANNUAL AWARDS

The chairman presented the awards:

a) **The Paul Truebridge Memorial Volunteer of the Year award – John Widdup** for his ongoing participation in Pedal Power ACT administrative tasks, formulating the ride leader accreditation system, leading rides and tours, event organisation, and as the lead infrastructure technical expert for the Pedal Power ACT Advocacy's Team.

b) Events of the Year awards

- **Pedal Power ACT Social and Information Nights** – conducted over recent years by **Annie McDevitt, Claire Munro** and **Carol Taylor**. For their outstanding efforts in organising an interesting and entertaining range of speakers ten times a year and for the now traditional Christmas party – with Santa Claus.
- **The Tassie Tour**, Pedal Power ACT's first overseas tour for some years – carefully and thoroughly organised by **Steve Squeaky Wheel Shaw** with the help of all participants in which 26 riders successfully and enjoyably rode the 480 km Tasmanian Trail (off-road) from Devonport in the north to Dover in the south – and had a great time doing so.

c) **Leadership award – Gillian Helyar** for hitting the ground running in her first year as President and proactive involvement with members, administration issues, events and activities: and her leadership and outstanding commitment to Pedal Power ACT during the year.

For noting. This award is presented in honour of Anne Marie Driver in recognition of her outstanding contribution to Pedal Power

d) Service awards

- **Bryan Kalms** for being the glue that holds the Monday dirt rides together by gently persuading people to lead rides, for delving into Pedal Power ACT's history with a view of sharing that history with a wider audience, for his work on the information management requirements of Pedal Power ACT, and his input to the requirements for organising and managing tours and on the life and honorary membership protocols.
- **Beth Johnson** for the successful expansion and management of the New Horizons courses over recent years and for encouraging these riders to continue to engage with others and go to the next level.

e) Volunteer Recognition awards

- **Jeff Ibbottson** for his numerous innovative ideas for advocacy, involvement with active travel, tourism and activities overall
- **Natasha Beckmann** for her work with the Advocacy Team and especially running the advocacy email answering service.

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

10. APPOINTMENT OF PUBLIC OFFICER

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

11. ELECTION OF COUNCIL MEMBERS

The following people were elected to Council for two years, according to the constitution:

Jane Brooks, Eric Huttner, Steve Shaw, Douglas Widdup, John Widdup

The following person was elected to Council for one year, according to the constitution:

Vicki Deakin

Jane Brooks was elected president.

12. MOTIONS ON NOTICE

Motion on notice 1: Proposed by Jane Brooks, seconded by John Widdup *That the 'Council' of Pedal Power ACT be renamed as the 'Board' and that in the Rules of Pedal Power ACT the word 'Council' wherever it appears be replaced with the word 'Board'.*

The motion was accepted.

12. CLOSE AGM

The meeting closed at 8.25 pm

13. OPEN DISCUSSION AND OTHER BUSINESS

The Executive Officer, John Armstrong, updated members about the main activities and initiatives of Pedal Power ACT in 2015 which included:

- Increased diversity of Pedal Power ACT activities
- Enhanced public perception of Pedal Power ACT from increased interaction with the media on local and national cycling issues, compared with the previous year
- Initiation of a new Mountain bike group for recreational rides and an increase in several additional regular social recreational rides for members
- Current membership at the highest in the history of Pedal Power ACT with 6700 members
- Sponsorship is provided from 5 organisations including the ACT government for many activities, including the Big Canberra Bike ride. The ACT government (i.e. TAMS) continue to use Pedal Power ACT as contractors for cordon counts around each town centre and for a new initiative in 2015 - cordon counts around schools

- The importance of maintaining continued interaction with government agencies and recognition of the potential threat to Pedal Power ACT from other bike organisations seeking to become established in the local region

The EO formally thanked the advocacy team and all the volunteers who contribute to Pedal Power's recent successes and events.

Advocacy - Jeff Ibbotson, representing the advocacy group, updated members on the key outcomes for 2015 after many years of lobbying government. He praised the professionalism and persistence of the advocacy group in their achievements, which include for example

- The completion of Bowen Crossing bicycle and pedestrian access path.
- The initiation of the Active Travel office within ACT government - Pedal Power ACT, via Roger Bacon, was instrumental in establishing the framework for this initiative.

Jeff Ibbotson called for volunteers to join the newly-formed sub-group of the advocacy team that is responsible for cultural change and safety associated with cycling.

- **Member queries**

- One member asked about the number of members who actually participated in Pedal Power activities or actively showed support for Pedal Power.
 - The President acknowledged that membership numbers (~6800 people) are at a much higher rate than other bike organisations (relative to the population numbers), which provides good evidence of public support.
 - Pedal Power ACT has a strong *Facebook* following, compare to industry norms, providing further evidence of member appreciation and support.
 - A member of the advocacy team, Richard Bush, reported that members often volunteer to assist them when a new issue is raised that relates to cycling. As an example, several members living in the Belconnen area voluntarily submitted an comprehensive written response relating to cycling infrastructure in the Belconnen Master plan, in liaison with the Pedal Power ACT Advocacy group.