

---

# MINUTES OF PEDAL POWER ACT INC. ANNUAL GENERAL MEETING 17 FEBRUARY, 2015

---

---

## ATTENDANCE

---

---

### MEMBERS

---

Armstrong, Chris	Driver, Rod	Paine, Bruce (council)
Armstrong, John (EO)	Finlayson, Kerrie	Shaw, Steve
Armstrong, Lindy	Furlonger, Leigh	Silva, Jeannie
Bacon, Roger	Gamble, Peter	Sinclair, Alasdair
Bell, Harvey	Hall, David	Smits, John
Bell, Margot	Hawkins, Walter	Smits, Bridget
Braund, Michael (council)	Helyar, Gillian (council)	Swann, Lyle
Brooks, Jane (outgoing President)	Helyar, Keith	Taylor, Carol
Bush, R	Huttner, Eric (Tres)	Wensing, Luke
Chalklen, Andrew	Ibbotson, Jeff (Vice-President)	Widdup, Doug
Chopra, Prame (Council)	Le Mesurier, Peter	Widdup, Joanne
Crawford, Mark	MacLeod, Brian	Widdup, John (Vice-President)
Deakin, Vicki (Tres)	Meakin, Li Wei	Widdup, Julia

---

### NON-MEMBERS

---

Edwards, Eileen

---

### CHAIRMAN OF THE MEETING

---

Jane Brooks (Outgoing President, Pedal Power ACT)

---

### 1. MEETING OPENED AT 7:40 PM

---

---

## 2. COUNCIL MEMBERS FOR LAST YEAR

---

Chairman introduced the 2014 Council members.

---

## 3. PROXIES AND VOTING PAPERS

---

Harris, Peter; Frazer, Junice; Backensee, Andrew. All votes were affirmative for the nominated council member(s) for: Vote 1: for council members as listed to serve for 2 years; Vote 2: 5 members of council as listed for 1 year; and Vote 3: Gillian Helyar for President.

---

## 4. APOLOGIES FOR NON-ATTENDANCE

---

Jeff Ibbotson (Vice-President), Marie Wensing

---

## 5. MINUTES OF LAST GENERAL MEETING

---

Accepted as a true and correct record of that meeting. Accepted by Luke Wensing and seconded by Julia Widdup.

Copy of minutes signed by the Chairman.

---

## 6. MATTERS ARISING FROM THE MINUTES

---

None

---

## 7. 2014 ANNUAL REPORT AND ANNUAL FINANCIAL STATEMENT

---

The 2014 Annual Report and Annual Financial Statement was presented by the Treasurer, Eric Huttner, who has served on Council between 2012-2014. Key features of the report included

- Strong financial reserves maintained, although the predicted loss of \$20,000 expected for 2014 was not realised.
- Increase in total membership noted, especially in November, December and January 2014 which contributed to this surfeit. Drive for membership retention a current and ongoing focus of Pedal Power ACT
- An increased activity of Pedal Power ACT in events and event management services to other organisations was noted, which also contributed to this surfeit. Competition in Canberra from other organisations to run similar event was also noted. Pedal Power ACT will continue to run and maintain its recognition for conducting quality events in the ACT.

The annual report and annual financial statement for 2014 was tabled and accepted by Prame Chopra, seconded Chris Armstrong

---

## 8. PRESENTATION OF PEDAL POWER ACT ANNUAL AWARDS

---

The chairman presented the awards:

a) **The Paul Truebridge Memorial Volunteer of the Year award**

**John Smits** (for managing the website calendar of events for over 10 years and the ride calendar in *Canberra Cyclist*)

## b) Events of the Year award

Visit to Canberra by Tim Papandreou (**Roger Bacon** and **Jeff Ibbotson**)

**c) Leadership award – Jane Brooks** for her outstanding leadership and commitment as President of Pedal Power over the last 3 years.

**d) Service award –Alasdair Sinclair** (office administration assistance), **Annemarie Driver** (ride leader education, accreditation and coordination). Rod Driver accepted her award.

## e) Volunteer Recognition awards

- **Eric Huttner** (role of treasurer over the last 3 years of office)
- **John Widdup** (time and effort dedicated to Pedal Power ACT and its administration and advocacy activities)
- **Peter LeMesurier** (mentoring and recruitment of ride leaders)
- **Audi Minaulta** (event organisation for the Lake Burley Griffin 50th birthday ride and managing volunteers)

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

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

The following people were elected to Council for one year, according to the constitution:

*Douglas Widdup*

The Chairman welcomed one new Council member – *Doug Widdup*

*Gillian Helyar* was elected as president for one year.

---

## 11. MOTIONS ON NOTICE

---

None

---

## 12. CLOSE AGM

---

The meeting closed at 8.05 pm

---

## 13. OPEN DISCUSSION AND OTHER BUSINESS

---

**Ride leader accreditation:** Leigh Furlonger was acknowledged for her new role as ride leader coordinator and presented the *Certificates of Ride Leader Accreditation* to:

*Michael Braund, Brian Kalms, Maurice Herrman, Brian Rogers, Gillian Boyd, Jon McRae, Paul McCarthy, Peter Igoe-Taylor, Bronwyn Clarke, David Hall, Chris Reis*

The Executive Officer, John Armstrong, updated the members on several key initiatives of Pedal Power ACT in 2014/2015. These were:

- **Consolidation of Pedal Power ACT in the ACT Cycling Alliance, now called Capital Cycling**
  - This is a joint venture of four organisations, CORC (Canberra Off Road Cyclists), Cycling ACT (CACT), ACT BMXA, and Pedal Power ACT.
    - additional funding from the ACT Government of \$64,000 for 2014, \$50,000 for 2015 and \$40,000 was confirmed for the 3 year period of the triennial grants.
    - Pedal Power ACT continues to take a lead role with this group. A *Strategic Plan for Capital Cycling* is near completion with the primary objective – to shape the capacity for cycling in the ACT.
    - Operational procedures for Capital Cycling are in the Pedal Power ACT office, which has recently been outfitted to address the increased work capacity and shared office space.
- **Member concern re communication issue with Pedal Power**
  - Pedal Power Member, Peter Gamble, raised concerns about the tardy response from the Pedal Power Office regarding communication with members
    - The President recognised this inconvenience and informed members of the recent staff shortages, increased workloads and time constraints of existing staff.
    - Council recently approved the appointment of a part-time *Membership Services Officer* to commence around February 2015, which will improve the response rate to members' queries.
    - Council recently approved a full-time position for the EO, which commenced in January 2015, to address the expansion of Pedal Power activities and consequent increase in workload and responsibilities of the EO.