

Pedal Power ACT Inc. Annual General Meeting 2022
Tuesday 22 March 2022, commencing 7:30 pm
Southern Cross Club, Woden ACT

DRAFT MINUTES

1. Open AGM

The AGM was opened at 7.32pm by Rosemary Dupont (President and chair) with welcome to attendees and paying respect to the Ngunnawal people.

2. Introductions

The President introduced herself and the current Board:, Linda Laker (Secretary), Alan Tse (Treasurer), John Widdup, Julie Polson, and Lynne Prentice, Amanda Day (co-opted).

The President also introduced Ian Ross, CEO, Vicki Wells (Office Manager); Kate Mokrij (Engagement Manager); Catherine (Membership Manager)

3. Receipt of proxy and voting forms

The Chair noted receipt of proxy and voting forms as listed at **Attachment A**.

4. Apologies for non-attendance

Apologies are listed at **Attachment A**.

5. Guest speaker: Stephen Hodge – Director, National Relationships at We Ride Australia

We Ride, a charitable organisation from 2017, focusses on cycle advocacy at the national level, by ensuring a 'seat at the table'; defining what the barriers are; and building support for cycling as a solution to issues such as health, transport etc. It aims to educate decision makers, looks at addressing key gaps in advocacy; and bringing bike organisations together. Stephen spoke of several key initiatives: the development of an App for kids riding to school so parents know when they leave and when they get to school/home, working with other peak bodies (Property Council, Heart Foundation, Friendship Group for Cities, car associations such as NRMA); and working across parliamentary divides at the federal level.

6. Minutes of last general meeting

The 2021 AGM minutes were accepted.

7. Matters arising from the minutes

Nil

8. Annual report and annual financial statement for 2021

Presentation of the President's annual report for 2021

The President's presentation noted the challenges for the whole not-for-profit sector, not only because of COVID 19, but increased competition and falling donations. The President also detailed Pedal Power's financial challenges including lower memberships, large proportion of our income going to salaries, the high and increasing costs of insurance and loss of events income from events outside Pedal Power's control.

The President also reflected on being proud to be President and the enjoyment Pedal Power brings to all our members through social rides and 24/7 insurance together with our advocacy.

Presentation of the Chief Executive Officer's annual report for 2020

The CEO thanked the President for her commitment and solid support throughout her term.

The CEO also spoke of the significant challenges for Pedal Power but also the successful delivery of more than 800 social rides, programs to teach people to ride bikes and delivering Fitz's Challenge, notwithstanding two changes of dates and flood impact on route on the day. He also noted the final edition of Canberra Cyclist and looks forward to re-working and taking opportunity to engage with broader community.

Presentation of the financial statement for the year ended 31 December 2021

JW spoke to audited report and summary in annual report. The only thing to note significantly was basically neutral outcome, \$6,000 surplus and a decline in assets.

Adoption of reports

The 2021 annual report and annual financial statement for year ended 31 December 2021 were adopted.

9. Volunteers Awards

Volunteer awards were made as set out at **Attachment B**.

10. Election of Board members

Current Board members elected for three years at the 2020 AGM (John Widdup, Linda Laker) and at the 2021 AGM (Julie Polson) continue in office. A current Board member elected for three years at the 2021 AGM (Rosemary Dupont) is resigning.

Amanda Day and Jill Walker were elected unopposed for three years.
Paris Lord was elected unopposed for one year (replacing resigning member).

11. Election of President

Julie Polson nominated and was elected unopposed.

12. Appointment of public officer

Luke Wensing is currently the Public Officer and was appointed to continue in that role.

13. Motions on notice to change the Pedal Power ACT Inc. Rules

Motions for the proposed Rule change set out in **Attachment C** were accepted.

14. Other motions on notice

The Board expressed its appreciation to outgoing President, Rosemary Dupont for her tireless efforts for the betterment of Pedal Power and its members.

15. Close AGM

The meeting closed at 9.30pm

16. Open discussion session

Nil.

17. Close discussion session and retire for refreshments

Attendance, Apologies and Proxies

ATTENDANCE	APOLOGIES	PROXIES & voting forms
Rosemary Dupont (President) Linda Laker (Secretary) Julie Polson John Widdup Ian Ross (CEO)	Alan Tse (Treasurer) Lynne Prentice	One proxy to Chair
Harvey Bell Gregg Berry David Bisset Mark Boast Richard Bush Robert Dalitz Amanda Day Rob Douglas Vicki Deakin Carole Felbermayer Annabelle Fisher Kevin Graham Anthony Jones Alan Laird Paris Lord Catherine Morgans	Lindy Armstrong Sheryl Greathead Gerard Leyne Peter Tedder	
John McRae	OTHER ATTENDEES	
Kate Mokrij Jan Puklowski Perdy Sutherland Sarah Todd Clem Tozer Jeta Vedi Jill Walker Mike Watson Vicki Wells Luke Wensing Michelle Weston Julia Widdup David Wilson	Stephen Hodge (Item 5)	

Pedal Power ACT annual volunteer awards

9a. The Paul Truebridge Memorial Volunteer of the Year award in recognition and celebration of the outstanding effort by a volunteer in the running of Pedal Power ACT and/or promoting cycling in the community:

Julia Widdup for producing Pedal Power's magazine, *Canberra Cyclist*, and ensuring the magazine is topical, well presented and professional over the last 16 years.

9b. Event of the Year award for the event that has been successfully conducted by volunteers and/or introduced innovations to an event (new or ongoing):

Fitz's Challenge cycling event that was conducted on Sunday 12 December 2021– the third selected and advertised date due to Covid – organised by the working party of Clem Tozer, John Widdup, Carol Fullalove, Chuck Magee, Jan Puklowski, and Vicki Deakin and a large number of volunteers at the event on the Saturday, Sunday and Monday. The Committee worked miracles with the event this year, having kept the planning on track through changing event managers, a pandemic with multiple variants, and three lockdown-related date changes resulting in the conduct of a successful event (even with Uriarra Crossing flooded).

9c. Annemarie Driver Memorial Leadership award for the volunteer who has been a prominent and successful leader in some aspect of Pedal Power ACT activities:

Clem Tozer for, amongst other things, managing the Fitz's Challenge cycling event for the last 15 years and before that being on the Fitz's Challenge working party for a few years.

9d. Volunteer Service Recognition awards in recognition of giving excellent service to Pedal Power ACT and/or the cycling community in general:

The Advocacy electorate based team leaders in 2021:

- a) **John Widdup** and **Mike Watson** for leading the Kurrajong advocacy team including helping secure additional funding for the Garden City Cycle Route.
- b) **Richard Bush**: For leading the Murrumbidgee advocacy team including successfully advocating for raised crossings in hazardous locations across the electorate and for crunching the budget numbers for Pedal Power ACT's 2021-22 Budget Submission.
- c) **Harvey Bell** for leading the Brindabella advocacy team including helping secure funding for the Sulwood Drive shared path and improvements to Lake Tuggeranong foreshore.
- d) **Gregg Berry** for leading the Yerrabi advocacy team including helping secure additional funding for active travel links into the Gungahlin Town Centre, and improvements to cycling at Yerrabi Pond.
- e) **Rob Dalitz** for leading the Ginninderra advocacy team including helping secure additional funding for cycling infrastructure in Belconnen.

Mark Boast for leading the Participation and Environment team and ongoing advocacy for a safer cycling environment across the ACT.

Jeff Ibbotson for leading the Participation and Environment team and advocating for safety improvements in Woden.

Roger Bacon for providing ongoing advocacy research as well as compiling and distributing the Cycling News Roundup to a broad audience each week.

Michael Shiel for crunching the budget numbers for Pedal Power's 2021-22 Budget Submission.

Sarah Todd for securing cycling improvements to Telopea Park and Lonsdale Street.

David Wilson for taking the reins of Pedal Power ACT's advocacy inbox, managing the flow of tasks into the inbox, ensuring Pedal Power ACT's ongoing success in shaping a better cycling environment across Canberra that was achieved while concurrently co-leading the Brindabella advocacy team, which helped secure significant funding for cycling infrastructure in Tuggeranong.

Changes to the Rules as proposed in the Agenda Item 13

Membership

General membership

10. The Board of Pedal Power may, from time to time, determine the classes, types and periods of membership and the membership fee for each class.
11. An applicant for membership of Pedal Power is to complete an application for membership and pay the current applicable membership fee.
12. An applicant becomes a member of Pedal Power once Pedal Power receives the applicable membership fee, and any joining fee, and the applicant's name is entered on the Register of Members.
13. Upon becoming a member, the member agrees to abide by the provisions of these rules, and any policies formulated under these rules. The member may vote on resolutions and at elections so long as the member is 18 years of age or over.
14. A member may resign at any time by writing to Pedal Power's current postal or membership email address.
15. A member who resigns under rule 14 ceases to be a member when his or her name is removed from the Register of Members.
16. Subject to rules 25 and 26 a member shall cease to be a member if he or she does not renew membership and pay the applicable membership fee.
17. The rights, privileges and obligations of membership are not transferable.
18. Pedal Power or a member shall not bear any responsibility for the safety or wellbeing of any member.
19. Every member engages in any Pedal Power activity entirely at his or her own risk.

Membership fees and members' liabilities

25. The rate of membership fee for each class of members, may be set at a meeting of the Board.
26. Different membership fees may be fixed for different classes of membership.
27. For each annual membership, the annual membership fee of a new member initially, is for a period of one year from the date the member's name is entered on the Register of Members and each subsequent annual membership fee covers subsequent periods of one year. The Board may from time to time allow multi-year payments for membership. For any other period of membership, the applicable membership is for the period specified on the application for membership and membership commences from the date the member's name is entered on the Register of Members.
28. The liability of a member to contribute towards the payment of Pedal Power's debts and liabilities or the costs, charges and expenses of its winding up is limited to the amount (if any) unpaid by the member in relation to membership, unless the debt etc has been incurred through the unauthorised action of that member.