

# Bicycle NSW 2017 Annual General Meeting Minutes

## ‘Creating a better environment for cycling’

Monday 11 December 2017 at 6:00pm. Bicycle NSW, Bicentennial Drive, Bicentennial Park, Sydney Olympic Park NSW 2127.

**Attendance:** Board: Jon Leighton, David Kelly, Royce Michael Lee, Melinda Tarrant, Peter Lee, Alan Coutts, Peter Duncan, Deanne Methven, Paul Fitzgerald. Management: Craig Meagher (CEO), Loretta Fong (CFO), Jane Robertson (Director Sponsorship and Events), Carlijn Kerdijk (Event Manager)

A complete list of all other attendees was compiled as per constitutional requirements.

**Apologies:** Adam Micolich, Jennifer Long, Sam Reich

**Minutes:** Melinda Tarrant

Item	Topic
1	<p><b>Welcome, apologies &amp; housekeeping</b> Meeting opened at 6:05pm. Welcome and Introductions. The President acknowledged Jenny Burn, former President, BUG leaders, Returning Officer.</p>
2	<p><b>Minutes of 2016 AGM (8 December 2016)</b> Minutes of the 2016 AGM were tabled as read and the President called for amendments. <b>Motion:</b> David Martin moved that the minutes of the 2016 AGM be accepted. Brian Cordwell seconded and the motion was carried unanimously.</p>
3	<p><b>Presentations of 2016/2017 activities</b></p> <p>3.1 <b>President: Jon Leighton</b> thanked everyone for their engagement during the year. BNSW represents every bike rider in NSW. The work we do is important to protect people who are riding bikes. He thanked all the hardworking staff who are attending the AGM voluntarily.</p> <p>The organisation works with very limited resources, focusing on key priorities. We have developed key partners and key advocacy initiatives. We are focussed on doing a few things to completion rather than getting involved in a whole number of things.</p> <p>Jon thanked all the volunteers, Bugs chair Darryn Capes-Davis, and Graeme Edwards, for their passion and energy to assist BNSW to create a better environment for cycling He thanked the hardworking board who are also volunteers. He recognised that to have cut through with key decision makers, and protect BNSW from threats from other advocacy groups and commercial groups, we need to have a diverse skilled board.</p> <p>Achievements in 2017 include</p> <ul style="list-style-type: none"> <li>• stopping mandatory ID</li> <li>• MPD locked in</li> <li>• best ever Spring Cycle and achieved first level Hallmark status for the event</li> <li>• secured Spring Financial, bike sharing group OFO, and lawyers Carroll o’Dae as commercial sponsors</li> <li>• 1000 person GUG</li> <li>• Govt Announced SHB ramp and \$30M funding to connect southern end to Kent St cycleway</li> <li>• introduced survey for people to ride on footpaths. Thanks to Darryn Cape-Davis, Peter Lee and Ray Rice who have been long advocates.</li> <li>• Improved skill and diversity of the Board with appointment of Peter Duncan and recent addition Deanne Methven.</li> </ul>

Item	Topic
3.2	<p><u>Our Plans for 2018:</u></p> <ul style="list-style-type: none"> <li>• Continue SHB conversation. He encouraged members to join the community consultation through BNSW or RMS and talk about why it is important for city and workplace. This Board is engaged with RMS, as it is crucial they start the work before next election.</li> <li>• Become more sustainable as an organisation.</li> <li>• Be one voice around what we do and we will prevail.</li> </ul> <p>Jon thanked each of the board members up for election for their achievements and advised we want to retain all 3 candidates on the Board.</p> <p>Jon wished everyone safe holidays and safe riding.</p> <p><b>Chief Executive Officer: Craig Meagher</b></p> <p>CEO thanked the BUGS for their grass roots support.          Thanked our sponsors and partners particularly for supporting events, which would not happen without them.          The acknowledged the staff are a great team to set us up for next year          He thanked the Board for volunteering their time and providing great support to the organisation.</p> <p>He advised the focus for 2018 won't change:</p> <ul style="list-style-type: none"> <li>- Get more members and encouraged everyone to sign up more members.</li> <li>- Double event rider numbers</li> </ul> <p>These will allow BNSW to be a profitable sustainable business and allow us to do more advocacy.</p> <p>He wished everyone a Merry Christmas and safe cycling over NY break.</p>
3.3	<p><b>Convenor of Audit &amp; Risk Committee: David Kelly</b></p> <p>David Kelly tabled the audited Annual Financial Statements for 12 months ending 30 June 2017 as read, and provided the following commentary:</p> <ul style="list-style-type: none"> <li>• Money still important to be financially viable, we are not here to make profit but need to be sustainable.</li> <li>• Revenue down on previous year and made a loss.</li> <li>• Need support from all of you pushing members and event entrants. We advocate on every bike rider whether member or not. People can take free ride and not contribute.</li> <li>• Most costs in BNSW team of people who do phenomenal job.</li> </ul> <p>He responded to questions from members including:</p> <ul style="list-style-type: none"> <li>• Shortfall compared to prior year was in sponsorship, but we've done better this year so far.</li> <li>• Membership is up at the moment but not reflected in results at 30 June 2017</li> <li>• Provision for social media included in next year's budget with appointment of Communications Manager a couple of months ago. Her brief includes social channels.</li> </ul> <p>DK advised our financial accounts are audited by Pitcher Partners. He thanked Melinda Tarrant for her work on the Audit and Risk committee, and Loretta Fong CFO for support of CEO.</p> <p>He reminded members of the opportunity through BNSW Environmental Trust to make tax deductible donations and asked them to let philanthropic friends know. We will send out another donor request this year and repeat the successful fund raising dinner.</p> <p><b>Motion:</b> David Kelly moved that the financial statements and report for FY 2016/17 be accepted, Jenny Burn accepted, Darryn Cape-Davis seconded and the motion was carried unanimously.</p>

Item	Topic
4	<p><b>Board elections</b> 3 nominations were received for 2 open positions.</p> <p>A question from the members was raised regarding why Sara Stace resigned her position on the Board and whether there were enough strong advocates on the Board.</p> <p>The Board explained that Sara Stace made the decision to leave the board due to personal reasons including young family, diversity of interests, and was not able to balance all those interests. It was noted that she has made some claims about lack of diversity and people she nominated but they did not nominate for Board positions. We are disappointed she left the way she did but noted that her claims are incorrect and a proper process has been followed.</p> <p>The Board also challenged claims regarding advocacy, and assured the membership of the board are all very keen on promoting or advocating for cycling.</p> <p>At a board level we all want to see a diversified group: not just gender, but a range of different interests and skills. The Board has been reaching out to BUGS, with Darryn Cape-Davis and Graeme Edwards are helping us. Our strategy is to involve more members of BUGS.</p> <p>Darryn Cape-Davis added that at the last board meeting the discussion was predominantly advocacy. We discussed footpath riding which came from the BNSW Advocacy Council. The board unanimously support the initiative and have followed through with media and a survey, which has received over 2000 responses.</p> <p>The ballot was declared closed, and the 2 board members elected were announced as Melinda Tarrant and Peter Lee.</p> <p>JML thanked Truevote who provide the support pro bono. RML also thanked Allens who provide pro bono legal support</p>
5	<p><b>Any other business</b> None raised</p> <p><i>There was discussion responding to questions, ideas or suggestions posed by members covering:</i></p> <ul style="list-style-type: none"> <li>• David Martin asked CEO to introduce staff and their portfolios.</li> <li>• The challenge of arranging social rides using “meetup” and not to limit the numbers as around 10% turn up</li> <li>• JML challenged the BUGS to join together to set up rides</li> <li>• RML set everyone a challenge to sign up 1 new member every month, tally at AGM next year (12 each).</li> </ul>
6	<p><b>Meeting Close</b> The meeting was declared closed at 7.05pm.</p>