

**Minutes of the 2017 Annual General Meeting
of Bicycling Western Australia
held at Department of Sport and Recreation, 246 Vincent Street, Leederville
on Thursday 4 May 2017 at 6.00pm**

Present: David Hutson (Chair), Vaughan Fulmer (VF) and Jeremey Murray (JM).
Julie Westbrook, Alden Lee, Neil Hackett (NH), Evelyn Coral, Udeni
Gunasekera, Tracy Rainford.

Apologies: Simon Carroll (SC), James Fairbairn (JF), Helen Sadler (HS) Daryl Heighton
(DH or Treasurer)

In attendance: Matt Fulton, Katie Presenza

OPENING & WELCOME

The Chair opened the meeting at 6:06pm and welcomed the members and guests, and apologised for the change in date of the meeting and offered condolences on behalf of the board to JM for his recent loss.

APOLOGIES

Apologies were noted and accepted from SC, JF, HS and DH.

PROXIES

Valid proxies were received from: SC, JF, DH, Timothy Jaunzems and Mark Leaker.

MINUTES OF PREVIOUS MEETING

It was resolved that the minutes of the 2016 Annual General Meeting be accepted as a true record (moved by the Chair, seconded by JM).

ANNUAL REPORT

The Chair provided an overview of the 2016 Annual Report which included:

- the change in focus of the Board to strategic rather than operational matters;
- the improved relationship with WestCycle and in particular the relationship with NH;
- while membership had increased BWA has incurred a loss. The recorded loss would have been less but for the delayed receipt of \$25,000 from WestCycle.
- costs were controlled through the transfer of event management to a contractor; and
- advocacy activities including the engagement with both major parties during the recent state election.

The Chair updated the members on the general not for profit environment which was difficult during 2016 and was expected to remain so during 2017. Competition in the event space has increased with limited or no government funding available to support events.

BWA's focus continued to be on growing its membership. The Luminocity event was singled out which unfortunately sustained a loss but managed to provide a more diverse demographic for a BWA event with increased participation by women.

FINANCIAL REPORT

In the absence of the Treasurer, JM presented the highlights from the financial report which included:

- a loss of \$72,000 which was attributed to the decline in event revenue;
- increased revenue from membership;
- A decrease in wages and expenses in line with the reduction in full time equivalent employees and the contracting out of the event management; and
- a cash balance of \$333,000.

The Chair advised that revenue from the Dams event has been impacted by competing events, BWA are working with other cycling organisations to ensure that such conflicts don't reoccur.

Current operations are not sustainable but thanks to efforts undertaken during 2017 it is likely that BWA will only incur a small loss for 2017.

Further commentary was provided on the need to increase revenue from other sources and increasing membership offerings by taking over control of BWA's Customer Relationship Management (CRM) from Bicycle Network. The CRM will possibly be funded via a partial grant from Lotterywest.

It was resolved by the Chair that the Annual Report and Financial Report be accepted (seconded NH).

CONSTITUTIONAL AMENDMENTS

VF advised that the proposed amendments to the BWA Constitution which accompanied the notice of AGM were proposed to address the changes to the *Associations Incorporation Act 2015 (WA)*.

VF stated that one further amendment was proposed by member Kirsty Augustson who stated in writing that clause 10 of the draft included repeated text.

VF moved that that the proposed amendments including that raised by Ms Augustson be accepted as the new Constitution for BWA and once amended be submitted to the WA regulatory body. All members present voted in support of the resolution.

OFFICE BEARERS

The Chair provided a summary of members of the board who have been co-opted since the previous AGM. Focus of appointments had been to reduce the average age and address any areas of weakness.

Additional members to be added to address turnover, gender balance and necessary skills.

The Chair moved that the following co-opted board members JF, DH and VF be appointed to the Board. The Members approved the appointment of each to the board unanimously.

The Chair advised that he would be standing for re election with a focus on returning BWA to profit.

The Chair further noted the contribution and thanked HS for her contribution to the BWA board and in particular her role in the advocacy area. He also thanked the CEO Jeremy Murray and his team for their hard work.

AUDITOR

JM advised that a new auditor BDO had been nominated to audit the organisations accounts. BDO's services have been provided on a pro bono basis. The motion to appoint the new auditor was moved by the Chair and seconded by VF.

NOTICES OF MOTION

No notices of motion were received.

The Chair, JM and VF met with a member Mr Darron Freegard separately last week who raised certain issues that were discussed and resolved with the member directly. The Chair offered a copy of the matters raised during the meeting if they sought them.

GENERAL BUSINESS

A number of matters involving the general activities of BWA were the subject of informal discussion between attendees including: safety, infrastructure, and increasing the number of women involved in BWA activities.

CLOSE

In closing the Chair acknowledged the contribution made by BWA's sponsors and volunteers.

There being no further business, the meeting was declared closed at 7.00pm.