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| **. . . . . . . . . . . . . . . M E E T I N G . . . . . . . . . . . . .** **Minutes**   |
| **Date**: 15 February, 2016 **Time :** 7.30pm **Location : BSCC Club Rooms** |
| **Present (P)**  **Apology (A)**  | P / A   | **Board Members :**  | P / A  |  **Board Members**  |
| p | Sam Palanca | p | Phil Orr  |
| p | Steve Gough | p | Tim Canny |
| p | Jenni White  | p | Dom Geoghegsn |
| p | Alex Walsh | p | Hugo Tolliday |
| p | Chris Liston |  |  |
|  |  |  |  |
| Observers :  |   |   |
|   | Robert Pompe  |   |  Nathan Spencer |
|   |   |   |   |
|  | “That the attendance be approved and the apologies accepted” Moved: Tim Seconded : Sam Carried  |
|  | BSCC Meeting Protocols:  1. We all prepare for board meetings (circulating and reviewing documents) and follow-up on the actions we are assigned.
2. Board members are expected to act honestly and in the best interests of the members as a whole and not to represent individual constituents.
3. Board members participate and contribute to a positive board behaviour and culture by showing respect for other board members opinions and allowing each member a fair and equal opportunity to contribute to discussion / decision making.
4. Board members are expected to behave responsibly particularly regarding confidential information
5. We strive to continually improve our meeting process

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| **Guest presenters**  |
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| **1. CONFIRMATION OF MINUTES OF LAST MEETING**   |
|  | Motion: **“**That the minutes of the meeting held 26 Oct, 2015 are a true and correct record of the meeting”.**Moved:** Sam  **Seconded:**  Dom |
| **2. BUSINESS ARISING FROM MINUTES OF LAST MEETING**  |
| **2.1**  |  |
| **2.2**  |  |
| **2.3**  |  |

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| **3. REPORTS** **ACTION WHO** |
| **3.1**  | **FINANCE REPORT:**At this point in time we are $2000 in creditThis money is largely due to sponsorship money |  |  | Alex |
| **3.2**  | **ROAD REPORT:**  | Attached |  | Sam |
| **3.3**  | **TRACK REPORT:**  | Attached |  | Hugo |
| **3.4**  | **BMX REPORT:**  |  |  |  |
| **3.5**  | **MTB REPORT:**  | Attached |  | Steve |
| **3.6**  | **SECRETARIES REPORT:**  | Attached |  | Jenni |
| **3.7**  | **CSV DELAGATE REPORT:**  |  |  |  |
| **3.8**  | **OTHER:**  |  |  |
| **Motion: that all reports be accepted** Moved: Sam Seconded: Steve Carried  |  |  |
|  **4. GENERAL BUSINESS**  |  |  |
| **ITEM**  | **ACTION** | **WHO** |
|  **4.1**  | **Motion:** That Phil Orr be accepted onto the committee as a general committee member | Motion carried unanimously |  |
|  **4.2**  | Jesse Norton membership | Jenni to follow up with CA | Jenni |
|  **4.3** | **Update on the North Gardens Criterium track**Club received $14000 from Council to conduct a feasibility studyShannon Meadow’s company Urban Scale has been approached to conduct feasibility study.They have been involved in the initial stages of discussions with CouncilTim is meeting on Wed 17th with CouncilStudy hoping to be completed mid-year and project to be included in budget for 2017 | Tim to meet with Council to determine what is required for feasibility study  | Tim |
| **4.4** | **Member Protection Information Officer training**It was felt that the role was not clearly explained in email. However Phil sent through a link to CV website that clearly states role and the responsibilities.  |  Jenni to follow up with Karen and CV to clarify role.Need to advertise opportunity on website | Phil / Jenni |
| **4.5** | **Update of club rules**Steve presented his draft of updated Club RulesChanges explained and discussedIt is proposed that we have a final draft to present at a General Meeting to be held on April 18th and voted on by members | Steve to send out a draft for all committee members to read through and comment on | Steve |
| **4.6** | **Sub-committee reporting and financial template**Sam presented the template that road committee use for financial reportingSuggest sub committees to look at using this as a guide and suggest that it be used to report to Alex monthly | Tim to send out template to sub committeesAim to have reports to be sent to Alex monthly | Sam |

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| **4.7** | **Website – administration, group chat**Hugo wanted to know what was happening with training for website for administrators. Sam will contact Jim to see when he is availableHugo suggested 2 people from each discipline to monitor FacebookNeed to tighten how the webpages are being administered and content that is being added. | Sam to follow up with JimMake a list of people currently having access to webpages Each subcommittee needs to nominate 1-2 administrators | Hugo / Sam |
| **4.8** | **MTB email**MTB need an email for their enquires | Steve to follow up with Jim | Hugo |
| **4.9** | **Ironman Money – where has this gone?**Money from iron man is in the account as general revenue |  | Hugo |
| **5. STRATEGIC / CLUB DEVELOPMENT**  |  |  |
| **5.1** | **Future Plans**Hugo raised the issue of the committee needing to develop strategies for futureHugo would like a Mission Statement and Vision Statement to be placed on website | Agenda this for the next meeting. Committee members to send through ideas on mission statement before next meeting for a final decision | Hugo |
| **5.2**  |  |   |  |
| **5.3**  |   |   |   |
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| **Meeting closed:** 9.10pm**Next Meeting**: Special General Meeting  April 18th   |  |  |