

CARR Committee Meeting

MINUTES

11 NOVEMBER 2017

2.13-4.26PM

26 TERRY STREET

TYPE OF MEETING	Committee Meeting
ATTENDEES	Paul Darvodelsky, Georgina Landy, Simon Murphy, Emma Shearer, David Atkins, Ciara O'Sullivan
APOLOGIES	Don Gibson
TIME START	2.13pm
TIME FINISH	4.26pm

Agenda topics

2.15-2.16PM PREVIOUS MINUTES GEORGINA LANDY

DISCUSSION	Motion moved to accept previous minutes: Simon Murphy Motion seconded: Emma Shearer Previous minutes accepted
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2.16-2.30PM MATTERS ARISING FROM PREVIOUS MINUTES GEORGINA LANDY

DISCUSSION	Pedals NT – ongoing action and will may not be as much of a money allocation as originally thought Gift of \$150 presented to Deb for a Dinner to acknowledge her volunteer work this year.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Add Good Sports Logo to website	Emma Shearer	By next meeting	
Follow up with Ken Napier regarding his interest in pursuing Masters Games	Ciara O'Sullivan	By next meeting	
Pursue infrastructure grant (or other) to assist with upgrade of DD area	Simon Murphy/Paul Darvodelsky	By next meeting	
Follow up with Pedals NT and relevant people regarding possible money allocation to CARR	Simon Murphy	By next meeting	
Look for options/quotes for new event timing/recording software to replace Race Splitter	Emma Shearer	By next meeting	
Clean up and manage Gmail account	Emma Shearer	By next meeting	

2.30-2.39PM PRESIDENT'S REPORT PAUL DARVODELSKY

DISCUSSION	Pleased with the drafting of the 2018 social/events calendar as well as the progress being made on the organisation of LEITA. It is an aim to use our organisational and committee resources to broaden our events next year, in order to promote a friendly and welcoming club, good racing, and social aspects. We need to think about the things we want to include in our calendar, if any, outside of racing. Such options so far include come and try events, Bike Skills with Jess Douglass/Dylan Cooper (suggestions), bike maintenance classes, low-key social events (rides, movies etc).
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2.39-2.42PM TREASURER'S REPORT SIMON MURPHY

DISCUSSION	Account Transactions of particular note: \$15000 NT Gov EITA Grant Account Transactions: unsure of a MTBA credit General Ledger is neat and organised – mainly structured into event series Currently, club event expenses is fairly positive.
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2.42-2.53PM MEMBER'S REPORT DAVID ATKINS

DISCUSSION	General theme in the Memberships Breakdown report between 2016 and 2017 shows an increase in membership around the time of our 12hr event and LEITA. Current financial members 101 - 5 are on the fence. In 12 months, memberships have declined by approximately 30.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Seek details from members who haven't renewed regarding why they haven't renewed to find what the causes are.	David Atkins	By next meeting	

CARR club details in bike shops in form of business cards	David Atkins	By next meeting
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2.53-3.20PM

EVENTS

EMMA SHEARER

DISCUSSION	New MTBA policy regarding drone use at events has been established and requires permission.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Complete events report with official number of participants for events held from 2011-present	Emma Shearer	By next meeting
Advertise HOP #2 on Website, Facebook, Email/Newsletter, SMS	Emma Shearer	By 10 Dec 2017
Ciara to 'shadow' Simon at next HOP to start to learn how to run a mountain bike event	Ciara O'Sullivan	10 Dec 2017
Draft calendar and circulate to committee members before joint committee meeting on 26 November	Emma Shearer	By 19 Nov 2017
Quote for event plates for 2018 (requires timing software to be established before purchasing)	Emma Shearer	By next meeting

3.20-3.34PM

OFFICE BEARER

PAUL DARVODELSKY

DISCUSSION	Roles and responsibilities of the committee has been produced and distributed to committee members. Ciara is happy to organise event advertisement for Radio and Newspapers.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Each to establish an action plan for our roles for 2018	Everyone	By next meeting
Confirm with Don his involvement in Events	Paul Darvodelsky	By next meeting
Update our strategy for next year	Paul Darvodelsky	By next meeting

3.34-3.51PM

LEITA

PAUL DARVODELSKY

DISCUSSION	<p>Advertisement and marketing for event:</p> <ul style="list-style-type: none"> - posted brochures - sent regular emails to mtb clubs across Australia – interestingly on 30% of clubs open their emails - sent direct emails to previous entrants <p>Motion to move an extra \$3000 to the LEITA budget: Simon Murphy Motion seconded: David Atkins \$3000 added to the LEITA budget accepted.</p> <p>George met with Nicole Richards at Lasseters to look into possible LEITA hub options. The pool and area near the café and bar with comfortable seating is currently most suitable option. Can arrange access, play own music, and corner it off to the public.</p> <p>Bob Taylor has listed a credible welcome to country speaker from CLC</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
\$3000 to pay marketing person to do marketing work – Possibly Karen Hall @ 101 Things	Paul Darvodelsky	By next meeting
Seek more funding for marketing from Sport and Rec Grant	Simon Murphy	By next meeting
Contact Bike Film Festival organisers – ongoing	George Landy	By next meeting

3.51-4.03PM

COMMUNICATION CLARIFICATION

GEORGINA LANDY

DISCUSSION	Aim to clarify who is and how we are communication as a club: Emma control website (plus anyone who can work the back end), Facebook, emails/newsletters, and SMS Ciara communications through Radio and Newspaper	
CONCLUSIONS	Action: Media officer Notice board at bike shops Ciara to design a poster	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Advertise for a media officer	Emma Shearer	By next meeting
Pursue a possible notice board at bike shops with our information (calendar/upcoming events)	Ciara O'Sullivan	By next meeting
Design a poster that can be stuck up promoting our events	Ciara O'Sullivan	By next meeting

4.03-4.05PM

LAND ACCESS

PAUL DARVODELSKY

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Organise CoC from MTBA	Emma Shearer	ASAP
Organise Permissive Occupancy Licence	Emma Shearer	After CoC

4.05-4.11PM

DEVELOPMENTAL SUPPORT APPLICATIONS

PAUL DARVODELSKY

DISCUSSION	Motion moved to accept George Landy and David Atkins Development Support applications: Simon Murphy Motion Seconded: Ciara O Motion accepted for George and David to each receive \$500 to support them competing, and representing the club and promoting LEITA with the Hellfire event supervisor.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send email to Dave and George confirming the approval of their applications and the outcome	Emma Shearer	By 15 Nov 2017

4.11-4.18PM

CORRESPONDENCE

PAUL DARVODELSKY

DISCUSSION	MTB Reference Group Minutes: NT Gov established group for collaborating with parks, tourism and everyone else – CARR invited to meetings to review decisions and direction. Moss Letter: CARR asked for financial support and advised to apply for funding and if it is consistent it won't be a surprise to them.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make a direct application for funding to NT Gov	Paul Darvodelsky	By next meeting

4.18-4.20PM

STAR CLUB

PAUL DARVODELSKY

DISCUSSION	Department of Tourism and Culture are offering free workshops for anyone interested in attending workshops on: - Committee/board member roles and responsibilities - Sponsorship and fundraising - Grants – applications and acquittals	
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4.20-4.26PM

ANY OTHER BUSINESS

PAUL DARVODELSKY

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Sign Post Office form and attach with a letter head for PO Box authorization	Emma Shearer	By next meeting

Next Meeting: Saturday, 27 January 2018, 2pm, at 26 Terry Court, Araluen.