



WAMBA AGM Minutes 2015

Date: 26th April 2015

Time Start: 11:30am

Location: Edward Millen House, Edward Millen Reserve, Victoria Park, Perth

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1. Welcome

Jodie Stembridge (Chairperson) welcomed everyone to the meeting, noted that a quorum of 19 was present and declared the meeting open at 11:35am.

2. Attendance & Apologies

Attendees:

Louise Wallace (President), Marilena Stimpfl (Vice President), Jodie Stembridge (Secretary), Nigel Wade (Treasurer), Hayley O'Brien, Carl Fox, Chris Idle (Albany), Amy Chapple, Ben Pruden, Sarah Smith (Westcycle), Damien Muller (Burrup), Alex Wade, Steve Janice (WAGE), Lorraine Humphrey, Ian Humphrey, David Willcox (MRORCA), Vilma Fitzgerald, Margaret McIlroy, Kyra Eddy

Apologies:

John Wallace (Collie), Bec Swan (Geraldton), Jake Hannah, Tony Tucknott, Sam Russell (Peel), Danielle Stone (DPaW), Shannon Ducker, Erin Shaylor (Burrup), Sri Lloyd (SWMTBC), Paul Neve

3. Minutes from Previous AGM

Jodie Stembridge summarised the minutes from the 2014 AGM.

A motion was made to approve the 2014 Annual General Meeting Minutes as being a true and accurate record of that meeting.

MOVED: Jodie Stembridge

SECONDED: Louise Wallace

4. President's Report

Louise Wallace summarised the following report:

SUMMARY

Achievements for the past year:

- Lots of looking in and defining direction and being strategic.
- Built and strengthened relationships with government agencies.
- Secured a part-time paid position for mountain biking (within WestCycle) through a grant for \$40k/year for 3 years, via the Department of Sport & Recreation (DSR) Organisational Sustainability Program (OSP) Grant awarded to WAMBA.
- Progress on actions within the emerging WA Mountain Bike State Strategy.

- Recognised and supported the WA Junior State Team to travel to the National Mountain Bike (MTB) Champs in Bright. WAMBA has established a team selection policy, enabling us to select riders to be eligible for support from DSR.
- Kicked off the trail development process for the Murray Valley Trails - a project that was called for by the Downhill community, who continue to support and drive the project via the Peel Districts MTB Club.
- Recently, WAMBA has been involved in a High Performance Strategy Review, which will define the gaps in support for mountain biking high performance, and provide some recommendations and action plans for addressing those gaps.
- Slush grants – with funds raised by WAMBA in the last several years, \$11,000 in small grants were awarded to clubs to undertake activities in line with their objectives.
- Australian Mountain Bike Summit Scholarships – with funding from DSR, we were able to award scholarships to four long time mountain biking volunteers to attend the inaugural Australian MTB Summit at Mt Buller - Dave Willcox (Margaret River Off Road Cycling Association), Dave Marshall (Albany MTB Club), John Wallace (Collie MTB Club) and Shane Williams (Kalamunda MTB Collective).
- Annual Trails Industry Day at the Camel Farm, hosted by WAMBA.
- A full MTB Events Calendar on WAMBA's website – with over 70 events for 2015.

Goals for the coming year:

- Achieve long term organisational financial sustainability by developing operational budgets for 2015/16 and 2016/17.
- Establish an agreement with each affiliated club and group, which clearly outlines the level of assistance and support that WAMBA will provide in building the capacity of the club, as well as the expectations placed on the club.
- Proactively work with WAMBA's DSR consultant, the WestCycle CEO, and Parks & Wildlife Rec & Trails Unit to build and improve relationships and implement WAMBA's strategic plan.
- In 2015/16 WAMBA will be represented on steering committees for all significant MTB projects in WA, including the State Strategy implementation, South West Master Plan (SWMP), Perth-Peel Master Plan (PPMP), Murray Valley, Manning Park, MTB management guidelines.
- Support delivery of a 'True State Series' for MTB racing.

Challenges for the coming year:

- We are working in an environment where our stakeholders are extremely resource-constrained. We have been extremely privileged to have the support and availability of numerous staff within DSR and DPAW directed toward mountain biking, as opposed to the many other priorities they manage. We will continue to work together to progress plans for better mountain bike facilities around the state.
- We have set up our new organisational structure for our interim committee to achieve our goals for the year. Once we have achieved these goals, it will enable us to progress with the rest of our 3 year strategic plan and work towards our vision.
- Figuring out what to do with our bloody trailer!

WHAT WE SAID LAST YEAR:

At last year's AGM, we said that in 2014 WAMBA would:

- Be more strategic
- Be less obvious/ glamorous
- Require BIG thinkers
- Require commitment
- Be available to support small/ minority/ new advocacy groups

The challenges we had were:

- Securing a permanent paid position for mountain biking
- Representing mountain bikers whilst improving recognition and continuing relationships with government agencies
- Having appropriate levels of planning
- Department of Water Policy 13

At the time, what we didn't do, but wanted to do:

- Downhill advocacy
- Support club events
- High performance development
- Support regional clubs and trails

WHAT HAPPENED THIS YEAR:

While we have had many aspirational goals and visions for WAMBA over the years, WAMBA has lacked a clear, documented and defined strategy.

In the last year, the WAMBA committee has spent a lot of time 'looking in'. During this time, we have focused on the following aspects of WAMBA:

- Defining who we are and how we fit in with the many stakeholders in mountain biking in WA
- Clarifying our vision for mountain biking
- Setting a solid foundation from which we can grow to fulfill our vision

Our Vision is:

Mountain biking is recognised as a mainstream, positive and family-friendly activity where everyone is or knows a mountain biker;

And for Western Australia to embrace sustainable mountain biking as a leading recreational and tourism experience by delivering opportunities, maximising participation and sharing the benefits.

Our Achievements:

So, our achievements have included – and this is what we mean by not glamorous:

- **Being more strategic** - moving away from the 'on-the-ground' trail building, maintenance and planning for Kalamunda. The Kalamunda Collective was formed prior to our last AGM, and Ian Humphrey and others have been tireless in their efforts to create delineation from

WAMBA. This has allowed WAMBA to clarify our agenda and target discussion toward the broader issues affecting the MTB activities across the state.

- **WAMBA's Strategic Plan 2015-2017** - we took our vision to DSR and WestCycle, and with their support, we employed a consultant, Colin Brown, to create a 3 year strategic plan. This process involved consultation with a lot of people who have been involved with WAMBA in the past and present.

In addition to setting out our targets for the next 3 years, the consultant also provided us with a report detailing some options and recommendations, on which we needed to make critical decisions for our future.

It was critical that we defined our relationship with WestCycle. Both organisations have taken responsibility for various aspects of mountain biking in recent years. WestCycle has picked up the slack where WAMBA was unable to take on important actions alone. All options were covered - from winding up the association completely, to taking on the leading role in all discussions regarding mountain biking in WA. We chose the latter.

So what this means is WAMBA does the following:

- Takes on the strategic leadership for mountain biking in the state.
- 'Leads' meetings relating to mountain biking in the state.
- Is ultimately responsible for the monitoring / oversight of the Western Australian Mountain Bike Strategy.
- Has the responsibility for the strategic (as opposed to the day to day) management of dedicated mountain bike staff housed at WestCycle.

With this responsibility comes expectations. Expectations from all of our stakeholders and our members. For us to meet these expectations, it is critical that we create and follow a pathway to a sophisticated and professional organisation.

We are grateful to DSR and WestCycle who will be supporting us in this transition to a Board in the next 6 months.

- **Relationship with WestCycle** - to set a solid foundation for success in our strategy, we have undertaken the following:
 - Set up a formal agreement with WestCycle to utilize the OSP Grant awarded to WAMBA in 2014. We have tasked WestCycle with the following deliverables:
 - Delivery of the finalised WA State Strategy for Mountain Biking
 - Assist WAMBA with seeking funding for implementation of the WA State Strategy
 - Project Management of the South West Master Plan, Stage 1 & 2
 - Project Management of the Perth Peel Master Plan
 - Support for the MTB Guidelines
 - Assisting WAMBA with development of policy for the Junior State Team
 - Provide support to WAMBA's affiliated clubs as required
 - Held regular formal meetings with DPAW, which will be followed by a formal agreement.
 - Held positions on steering committees for all mountain bike planning projects.

More glamorous stuff includes:

- **Slush grants** – with funds raised by WAMBA in the last several years, \$11,000 in small grants were awarded to clubs to undertake activities in line with their objectives
- **Australian Mountain Bike Summit Scholarships** – with funding from DSR, we were able to award scholarships to four long time mountain biking volunteers to attend the inaugural Australian MTB Summit at Mt Buller - Dave Willcox (Margaret River Off Road Cycling Association), Dave Marshall (Albany MTB Club), John Wallace (Collie MTB Club) and Shane Williams (Kalamunda MTB Collective).
- **Annual Trails Industry Day** at the Camel Farm, hosted by WAMBA
- A full **MTB Events Calendar** on WAMBA's website – with over 70 events for 2015.

LOOKING AHEAD INTO THE COMING YEAR:

While we have many aspirations to see mountain biking become bigger and better, WAMBA isn't here to take over anything from dedicated clubs and advocates - racing, trail building, trail maintenance, coaching or developing our juniors and world class athletes.

What I hope is that in the next 12 months, we can bring all mountain bikers along with us and show everyone that when they are doing the things they're doing well, how they fit in with the bigger picture.

So, to do this, here's what we need to do **FIRST**:

- Transition to a new WAMBA Board – within 6 months.
- Achieve long term organisational financial sustainability.
- Establish an agreement with each affiliated club and group, which clearly outlines the level of assistance and support that WAMBA will provide in building capacity of the club, as well as the expectations placed on the club. That way clubs can hold us directly accountable.
- Proactively work with WAMBA's DSR consultant, the WestCycle CEO, and Parks & Wildlife Rec & Trails Unit to build and strengthen our relationships and implement the state strategy and our strategy.
- In 2015/16 WAMBA will (continue to) be represented on steering committees for all significant MTB projects in WA, including the State Strategy implementation, SWMP, PPMP, Murray Valley, Manning Park, MTB management guidelines.
- Support delivery of a 'True State Series' for MTB racing.

5. Treasurer's Report

Nigel Wade presented the following figures summarising WAMBA's income/ outgoings in 2014. The 2014 financial accounts were audited by Fraser Glendining of Cambridge Street Associates.

A motion was made that the 2014 Audited Financial Report of WAMBA be received and accepted.

MOVED: Jodie Stembridge

SECONDED: Kyra Eddy

West Australian Mountain Bike Association Inc.
Financial report, for the 12 months ending 31st December 2014

Opening Balance 1 January 2014	\$ 34,798.42
Income	
Fundraising - 2014 WAMBA Calendars	93.63
Fundraising - 2015 WAMBA Calendars	1,250.73
Fundraising - Entertainment Books	271.82
Fundraising - MTBA Memberships	1,304.55
Fundraising - Unallocated funds	300.00
Grant - Alcoa grant	2,796.54
Grant - Awesome Foundation	909.09
Grant - Bankwest Grant	909.09
Grant - DSR - Buller MTB Summit	3,272.73
Grant - eTool	1,146.36
Grant - Lottery West - Toms Crossing Planning	22,500.00
Grant - NRM - Westcycle	5,911.36
Grant - Westcycle	4,772.73
Project 17 - Service Agreement Langford Park	5,000.00
Project 18 - Service Agreement Goat Farm Maintenan	3,000.00
	53,438.63
Less Cost of Sales	
Project 10 - Green Trails	454.55
Project 11 - Jarrahdale Management	1,658.18
Project 16 - 2014 Calendar	337.41
Project 19 - Slush Fund Payments	7,849.09
Project 20 - 2015 Calendar	1,367.99
Project 22 - Buller MTB Summit	3,272.73
Project 4 - Scorpion Sanctioning	6,121.31
Project 5 - KC links to Gunjin	909.09
Project 6 - Trail Maintenance 2013	909.09
Project 9 - Mt Gunjin Project	4,909.09
	27,788.53
Gross Profit	\$ 25,650.10
Less Expenses	
Accounting fees	400.00
Administration Costs	279.54
Advertising & Marketing	176.92
Motor vehicle expenses	90.91
	947.37
Net Profit	\$ 24,702.73
GST collected	5,313.88
GST paid	2,859.45
Closing Balance 31 December 2014	\$ 61,955.58

6. Notices of Motion

The following Notices of Motion were submitted on behalf of Peel District Mountain Bike Club:

1. West Australian Mountain Bike Association (WAMBA) is recognised as the state representative body for the WA mountain bike community.

Purpose of Motion - This is in line with Recommendation One of the Strategic Plan for The Western Australian Mountain Bike Association – Governance and Management Recommendations document. WAMBA's role has been that of a trail advocacy group. This change of role will provide a more strategic direction for the Association and allow it to remain relevant to members, stakeholders and the WA mountain biking community. There is strong support from affiliated clubs and stakeholders for this.

A motion was made to approve this Notice of Motion.

MOVED: Jodie Stembridge

SECONDED: David Willcox

2. An interim Committee is formed at the AGM and remains in place until such time as the Constitution of WAMBA is changed to reflect a new governance model and a new WAMBA Board of Governance is established.

Purpose of the Motion - This is in line with Recommendation Three of the Strategic Plan for The Western Australian Mountain Bike Association – Governance and Management Recommendations document. A more contemporary and relevant governance model is required to successfully implement the WAMBA Strategic Plan 2015-2017, and govern a state association.

After some discussion about why this motion was needed, how the interim committee would work going forward and how the constitution would be changed, an amendment was proposed – to include the wording “or until the next AGM”.

A motion was made to approve an amendment to the original motion.

MOVED: Damien Muller

SECONDED: Jodie Stembridge

New Notice of Motion:

2a. An interim Committee is formed at the AGM and remains in place until such time as the Constitution of WAMBA is changed to reflect a new governance model and a new WAMBA Board of Governance is established, or until the next AGM.

A motion was made to approve this Notice of Motion.

MOVED: Margaret McIlroy

SECONDED: Amy Chapple

7. Election of Positions

In accordance with Clause 8.3(b) of WAMBA’s Constitution, at the commencement of an Annual General Meeting, all committee members shall cease to be Committee Members, but shall be eligible for re-election to the membership of the Committee.

The following nominations were taken for the official positions on the WAMBA interim committee:

Position	Nomination
President	Louise Wallace
Vice President	Marilena Stimpfl
Treasurer	<i>No nominations received</i>
Secretary	Jodie Stembridge
Club Engagement Coordinator	<i>No nominations received</i>
Govt Engagement Coordinator	Mike Young
Management Council for Sport Development Chairperson	<i>No nominations received</i>
Junior Development Coordinator	Graeme Adams
Management Council for Trails Access Chairperson	Ben Pruden
Management Council for Racing Chairperson	Tony Tucknott

All of the above positions were elected unanimously.

The following people volunteered to be **General Committee members**:

- Alex Wade

Including the following nominations received by email:

- Amy Chapple
- Margaret McIlroy

All of the above people were elected unanimously as general committee members.

8. General Business

Jodie Stembridge opened up the meeting for general business. None was discussed.

Louise Wallace thanked Nigel Wade (outgoing Treasurer) for all his time and hard work in getting WAMBA’s finances up-to-date and easy to manage.

9. Close of Meeting

Louise Wallace thanked everyone for their attendance and support, and then declared the meeting closed.

Meeting Closed: 12:07pm