



Committee Meeting 3-2016

Date: 27th September 2016

Time Start: 18:30pm

Location: WestCycle Boardroom

Attendees:

- Alex Wade (AW)
- Bryan Stevenson (BS)
- Margaret McIlroy (MM)
- Vilma Fitzgerald (VF)

WAMBA's Vision:

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.

1. Agenda

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2. Apologies

- Jodie Stembridge (JS)
- Ben Pruden
- Cathy Young (CY)
- Bret Watson

3. Minutes of Previous Meeting

The minutes of the 30 August 2016 meeting were not reviewed as insufficient members who attended the meeting were available to endorse them. They will be formally accepted at the next meeting.

4. Treasurer's Report

The Treasurer's Report was distributed to committee members on Monday 26 September 2016. It and the report from the previous period (16 June to 30 August 2016) were reviewed. While the Cash at Bank is accurate, it was noted that BS is still working to get a definite breakdown on the Grants amount of \$22,320. As such, the reports haven't yet been approved. MTBA's affiliation fee is due for payment in November and would need to be approved at next month's meeting.

The full Treasurer's Report from 16th June to 27th September 2016 is attached to the back of the minutes.

Account Balance

Balance at 16 th June 2016	\$41,460.11
Balance at 27th September 2016	\$29,695.02
<i>Total in</i>	<i>\$6,930.00</i>
<i>Total out</i>	<i>\$18,695.09</i>

Action: AW to discuss the latest Common Ground Invoice with Louise Wallace, because the amount does not track with the forecast in the budget.

5. President's Report

The President provided the following verbal report:

1. Actions undertaken since last meeting:
 - a. Drafted 2016/2017 objectives and circulated for comment
 - b. Prepared first draft of implementation plan and circulated for comment
 - c. Prepared communiqué for club presidents and circulated for comment
 - d. Undertook liaison with key stakeholders in relation to DSR MTB Industry Day
 - e. Conducted regular meeting with WestCycle CEO
2. Actions planned
 - a. Attend Single Track Minds Jorgensen Park Four-hour
 - b. Attend Industry Day
 - c. Meet with KMBC
 - d. Meet with Stuart Harrison and Rod Annear
 - e. Meet with Steve Bennett
 - f. Follow-up with race development working group

6. WestCycle CEO Update

Matt Fulton (CEO WestCycle) provided a confidential update to the committee relating to:

1. Work with the South West Development Commission.
2. Lobbying plans ahead of the 2017 State Elections.
3. The High Performance Development program.
4. MTB awareness in the form of short videos in relation to female participation, junior participation, international rider perspective and tourism.

7. MTB Industry Day Update

CY emailed a brief update to the committee prior to the meeting:

It will be held on Friday morning 4th November starting at 8.30am. We couldn't secure an earlier date with R&R, so have had to go with a day in November – hopefully the weather holds out! Steve Bennett (DSR) is coordinating the day as per previous years, with WAMBA and others providing input only.

DSR will create invites and an invite list that he will run past us prior to distribution. They have our list of preferred attendees, so we just need to make sure there are no double ups. Invites will pretty much go out to relevant Ministers, local govt reps, and a few other key stakeholders. Given the messaging will have a strong focus on securing funding for trail development, etc during the next State election, the invite list will be restricted to those agencies/ stakeholders who can influence this.

The morning will run similar to other years – attendees will be taken out for a ride around some of the Kalamunda trails near Camel Farm, before returning and having lunch and networking. WestCycle will have the opportunity to give a brief presentation 5-10 min only, as will WAMBA (Alex?) up to 2 mins.

I realise that there were suggestions to change the location this year to showcase other trails other than Kalamunda, including perhaps showing the group some of the 'Valley Trails', so they could see the MTB communities need for more challenging trails. However the decision has been made to keep the venue at the Camel Farm for a few reasons. Firstly, the trails here are the best example, close to the metropolitan area, that we have of dedicated MTB trails. Attendees will be able to get a good sense of what good trails look like (signed, maintained, well used etc) and adequate funding can provide. Secondly, these trails provide a good a very good news story (i.e. they were built and

maintained with funding, but also with many, many volunteer hours) – they show the MTB community in a very good light and we want the attendees to feel warm and fuzzy about us. Thirdly, as this is Rock and Roll's base, logistically it is much simpler. And there are a few others. What it comes down to is that we want the day to be as easy as possible and show MTBing and MTBers in the best possible light. The Camel Farm is a natural choice for this.

8. Sport Development & Communications Update

JS emailed a brief update to the committee prior to the meeting:

State MTB High Performance Programme

- Mark Wardle (WAMBA State MTB Coach) has been working with Joe McCarthy (WestCycle HP Manager) on the structure of the new state HP programme.
- The state selection panel comprises Tony Tucknott, Mark Wardle, Dean Davies, Paul De Klerk, with support from myself and Joe.
- The process of selecting the two new state squads (for the U15-U17 and U19-U23 age groups) is currently underway.
- The first part of the new programme will be the Junior Development Camp that has been run in Pemberton for the last 3 years. Previously run as a PMBC and MTBA camp, it will this year be presented under the WestCycle/WAMBA banner as part of the new state HP pathway. It's on 6th – 9th October.
- Mark has sent an email to all MTB clubs, introducing himself as state coach and asking for juniors who would benefit from knowing what is going on in junior development to fill out an EOI.
- There is currently no database (apart from MTBA, who will not release their membership database to third parties) of junior riders in WA. So we're working on gathering this information in order to keep all junior riders updated with important information and events offered as part of the HP pathway.
- Mark has also written an open letter to all junior mountain bikers in WA, which I will send out to our mailing list via MailChimp, as well as publish on Facebook and our website.

2017 WA MTB Race Calendar

- In previous years, the Perth MTB Club has coordinated the WA race calendar.
- As the state body, it should be our responsibility to ensure the race calendar is coordinated to the benefit of event organisers and riders alike. This time last year I got involved in the coordination of the 2016 calendar to learn how it was done. Greg Murison (WA Cyclocross and Perth Mountain Bike Club) coordinated it, and I organised the production of the PDF version of the full calendar (accessible via our website).
- Again this year the coordination of the calendar has started later than it should have, so I have had to move quickly with getting this organised as soon as possible.
- For the role of Race Calendar Coordinator this year, I was keen to send out an Expression of Interest via Facebook and other communication channels to the MTB community, to allow everyone the opportunity to do the role and see if there was anyone interested in it. Chris Park (Perth MTB Club) asked around his contacts and came up with the suggestion that Tony Tucknott and Dean Wright would do the role together, with him providing support. Chris explained that Tony is one of the few people with sufficient knowledge and experience to coordinate the MTB calendar, has existing relationships with all (if not most) of the event organisers, and is reasonably impartial (in that he supports all disciplines of MTBing). While Tony does organise the Dwellingup 100, dates for the big MTB events such as that and the Cape to Cape are set in stone, with all other races manoeuvred around them. As Chris has a lot of experience in coordinating the race calendar as well as running MTB races (including the XCO state series and state champs), I'm happy to defer to his judgement on this.
- I have sent out an email on behalf of WAMBA to all event organisers and clubs to notify them of Tony's role as Race Coordinator and asked them to send in the preferred dates for their 2017 events. They have until 31st October to provide the dates. Tony and Dean will then spend two weeks coming up with a draft 2017 calendar, and then email out for review.

- I'm organising a meeting for all event organisers to be held mid-November at DSR to discuss any issues and finalise the draft. Skype will be offered as an option for those in regional areas to attend.
- Chris has suggested that when we finalise the 2017 dates at our November meeting, we also draft up a 2018 calendar with preliminary dates. Those 2018 dates could then be finalised earlier and quicker than we are doing now. I'll be putting this suggestion to the group for their approval.

WAMBA Communications Strategy

- No progress made - I've managed to score temporary full time work for the last three weeks, so have had to reschedule my meeting with Nina Williams twice. The current meeting was supposed to be today (Tuesday 27th), but have to reschedule again due to full time work. Will try to catch up with her on a week day evening or weekend timeslot as soon as possible.

9. Agenda Items

No.	Item/ Status/Decision / Action	Who is Responsible
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1	Club Point of Contact Proposal	AW																										
<p>Background: It was decided at the last meeting that each of us assume responsibility for staying in touch with clubs and staying across their challenges, so we can work out the best way of supporting them. In the short term, the goal is to be able to anticipate what kind of administrative support that the clubs might be looking from WestCycle. Mid-term we’re looking to understand and perhaps shape their strategic activities (assuming they are a club that want to grow), so we can communicate those goals to WestCycle, DSR, DPaW and others. Long term, I hope that we will be able to help clubs with their compliance obligations - perhaps even running AGMs if that’s what they need.</p> <p>Discussion: The proposed allocation of clubs:</p> <table><tr><th>Club</th><th>Point of Contact</th></tr><tr><td>Kalamunda Mountain Bike Collective</td><td>AW (1)</td></tr><tr><td>Cape Mountain Bikers</td><td>AW (2)</td></tr><tr><td>Peel District Mountain Bike Club</td><td>Ben (1)</td></tr><tr><td>Esperance Mountain Bike Assoc.</td><td>Ben (2)</td></tr><tr><td>MRORCA</td><td>Bret (1)</td></tr><tr><td>South West Mountain Bike Club</td><td>Bret (2)</td></tr><tr><td>Collie Mountain Bike Club</td><td>Bryan (1)</td></tr><tr><td>Geraldton Mountain Bike Club</td><td>Cathy (1)</td></tr><tr><td>Burrup Mountain Bike Club</td><td>Cathy (2)</td></tr><tr><td>Cape Range Riders</td><td>Jodie (1)</td></tr><tr><td>Perth Mountain Bike Club</td><td>Marg (1)</td></tr><tr><td>Dunsborough Cycle Club</td><td>Marg (2)</td></tr></table> <p>Vilma suggested that WAMBA email addresses for each POC would make the process of consulting with clubs more effective.</p> <p>Action: Look at whether it is possible to have additional generic email addresses for committee members (i.e, Treasurer@wamba.net.au) (AW/ JS).</p>		Club	Point of Contact	Kalamunda Mountain Bike Collective	AW (1)	Cape Mountain Bikers	AW (2)	Peel District Mountain Bike Club	Ben (1)	Esperance Mountain Bike Assoc.	Ben (2)	MRORCA	Bret (1)	South West Mountain Bike Club	Bret (2)	Collie Mountain Bike Club	Bryan (1)	Geraldton Mountain Bike Club	Cathy (1)	Burrup Mountain Bike Club	Cathy (2)	Cape Range Riders	Jodie (1)	Perth Mountain Bike Club	Marg (1)	Dunsborough Cycle Club	Marg (2)	
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2	2017 WAMBA Race Calendar	AW
	<p>Background: Last year was the first year WAMBA really got involved in leading the coordination of the MTB race calendar. Perth MTB Club have previously done it, and due to their experience with it, still played a major role. Greg Murison (Perth MTB Club and WA Cyclocross) volunteered his time to coordinate the 2016 calendar, which was great but led to CX races being given priority on the calendar (rather than MTBing). Last year was also the first time there was a face-to-face meeting with race organisers to finalise the calendar. This new initiative was well received by all, as it gave everyone the chance to sit around a table and discuss any issues.</p> <p>Jodie has had discussions with Chris Park (PMBC) already about the coordinator's role for the 2017 calendar. This role requires someone with a good knowledge and understanding of running MTB races, and with existing relationships with race organisers. Tony Tucknott has put his hand up to take on the role, with support from Chris and Dean Wright. As WAMBA doesn't have anyone suitable to do the role and we're late getting this organised, it seems the best option to get the calendar done.</p> <p>She will be liaising closely with Tony on dates for completion of the draft and final calendars, as well as organising a meeting of race organisers to finalise the calendar. Other issues to discuss with race organisers at this meeting would be:</p> <ul style="list-style-type: none"> ▪ Should preliminary dates for 2018 be set now? If so, what date next year should they be finalised? ▪ Review of 2016 season – positives, issues, challenges ▪ Should a pre-season meeting be organised in early 2017 to discuss the upcoming season? ▪ What can WAMBA do to help? <p>Action: WA Calendar meeting to be scheduled (JS)</p>	
3	Department of Water's Policy 13	AW
	<p>Background: The policy limits recreational activities and facilities in outer catchments in public drinking water source areas to 2012 levels, in order to protect water quality and public health. The policy specifically bans enhancement or expansion of recreational facilities. At the moment Policy 13 is the major impediment to the development of additional trails in the Perth hills. In fact, it imposes restrictions on land usage as far down as Dwellingup.</p> <p>The policy will be reviewed in 2017 and there is a very real risk that the next iteration of the policy will be even more restrictive. WAMBA needs be on the front foot in relation to this review, so that we effectively represent the interests of mountain bikers during this review. To do this, we need to set up a lobbying strategy, in conjunction with WestCycle.</p> <p>Action: Expand implementation plan to include addressing a MTB submission for Policy 13 (AW).</p>	

4	Feedback Page	AW
	<p>Discussion: An idea to promote interaction with the riding community; not just club members. As a starting point/ idea, a page on the website with comments being emailed to the executive committee, responses being sent directly via email, summaries posted on our Facebook page and reported at each committee meeting.</p> <p>Action: Explore what the costs would be of establishing a feedback page and report at next meeting (AW).</p>	
5	Trailforks Website	AW
	<p>Background: Peel MTB club has noted that on the Trailforks website, donations to any local (Perth metro/outer metro area) trail are paid to KMBC. Looks like a carry-over from when KMBC was formed.</p> <p>http://www.trailforks.com/region/western-australia/</p> <p>Discussion: Need to:</p> <ol style="list-style-type: none"> 1. Allocate this project to a committee member. 2. Identify incorrectly linked sites. 3. Shift those sites to the appropriate organisation (probably WAMBA). 4. Agree on a policy about how funds raised through donations will be accounted and acquitted. <p>Action: A PayPal account needs to be set-up for WAMBA so that donations can be paid directly to WAMBA. Once that has been established, AW is to liaise with Russell Bell (WA Administrator of Trailforks) to have trail karma links more appropriate (AW).</p> <p>Action: Draft policy for use of funds generated through donations via TrailForks and to update Peel about the changes (AW).</p>	
6	Relationship with MTBA	AW
	<p>Discussion: Communications between MTBA and WAMBA need to improve. MTBA's interactions with WestCycle have not been positive; interactions with local riding community (national round) has also been divisive. This is not good for our sport, and we need to find some middle ground.</p> <p>Action: Reach out to the CEO of MTBA in an effort to improve communications (AW).</p>	
7	Australian Mountain Bike Summit	AW
	<p>Background: The summit will again be held at Mt Buller on 5th and 6th December. Last year Dave Willcox and Ian Humphrey presented, with Louise Wallace (representing Common Ground Trails, not WAMBA) and Peta Demidenko attending. This year Peta will be presenting on the great work done with regard to the strategic and master planning, and what it has meant for WA.</p> <p>Discussion: Looking for the committee's approval to send a WAMBA delegate to the summit to make a presentation.</p> <p>Committee members agreed that WAMBA should send a delegate to this year's summit.</p> <p>Action: Develop a budget for the trip, explore funding support with DSR and seek approval for expenditure at next month's meeting (AW).</p>	

8	Prizes for Podium Winners of 2016 XCO State Series	Jodie
	<p>Background: The XCO State Series is still effectively being organised and run by Perth Mountain Bike Club, despite WAMBA as the state body wanting to contribute more (as per the state strategy). The organisation of prizes to be handed out at the final race in Margaret River over the weekend was left to the last minute and ended up being organised by Chris Park. He paid for the full cost of winners' medals for placings 1 – 5 in A Grade and placings 1 – 3 for all the other grades, which totalled approx. \$280.00. As the series is supposedly is a state level event and supposedly being called the "WAMBA XCO State Series", he's asked if WAMBA will contribute towards the cost of the medals – either in full or part payment.</p> <p>Discussion/ Decision:</p> <ul style="list-style-type: none"> Does WAMBA provide a financial contribution towards the cost of medals for podium winners of 2016 XCO State Series? If so, do we contribute the full cost of approx. \$280.00, or a portion? For the 2017 season, a suggestion would be to have a budget allocated to provide prizes for winners of both XCO and DH state series podium winners, and XCO and DH state champions. Also consider including GE and CX competitions. A financial contribution by the state body to state level competitions makes sense – is it something WAMBA wants to do in the future, and if so, we need to think about how we're going to fund it. <p>Action: To be carried forward to next meeting (All).</p>	
9	WAMBA Implementation Plan	AW
	<p>Discussion: On the draft implementation plan document.</p> <p>Action: To be carried forward to next meeting (All).</p> <p>Action: Submit updated draft ahead of next meeting (AW).</p>	

10. AOB

Nil

Meeting Close: 20:30pm

Next Meeting: Tuesday 25th October (4-2016) at DSR



Treasurer's Report August 2016.

Restatement

Period 16 June – 30 August 2016

Income

Fundraising - MTBA Memberships – JUNE & AUGUST	\$50.00
Total	\$50.00

Expenses

Reimburse Louise Wallace – Bright Trip	\$890.00
Reimburse Jodie Stembridge – Various expenses	\$256.09
Green Trails payment to KMBC	\$17,483.00
Total	\$18,629.09

Surplus / (Deficit)	\$(18,579.09)
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Cash at Bank	\$22,881.02
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Grants	\$15,465.00
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Clarifications from previous report.

Reported from 1 June to 30 August, not from last meeting. Corrected Green trails payment was taken from MYOB, where a payment had already been recorded. Payment from bank account shown above.

Treasurer's Report August 2016.

Period 30 August – 27 September 2016

Income

Fundraising - MTBA Memberships	\$25.00
LotteryWest Grant	6,855.00
Total	\$6,880.00

Expenses

Camel Farm – room hire	\$66.00
Total	\$66.00

Surplus / (Deficit)	\$6,814.00
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Cash at Bank	\$29,695.02
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Grants	\$22,320
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Pending

Payment pending to Common Ground, amount invoiced exceeds quote.
Seeking clarification.