

**Minutes of Meeting
Yarra Ranges Ulysses Committee of Management
Tuesday 16 May 2006
At Le Pines Croydon at 8 PM.**

Present:

T. Ashton	Secretary
C. Ellicott	General Committee
A. Griffin	Alternate for Quartermaster
D Griffin	Quartermaster
J. Hubner	Newsletter Editor
B. Malpas	Webmaster
E. Ralph	Treasurer
A. Ralph	Publisher
H. Rokx	Ride Co-ordinator
F. Runge	General Committee
G. Wood	President
D. Eagles	Rally Co-ordinator

Apologies:

J. Malpas	Social Co-ordinator
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Minutes of Previous Meetings:

The minutes of the meeting of the committee held on 21 Feb 2006 were tabled for confirmation.

Moved by Alan Ralph seconded Brian Malpas

“that the minutes be signed as a true and correct record of the meeting.”

Motion carried.

Minutes of Meeting 18 April 2006.

The minutes of the meeting of 18 April were tabled for confirmation.

Moved Gary Wood seconded Brian Malpas

“that the minutes be signed as a true and correct record of the meeting.”

Motion carried.

Business Arising from the Minutes:

Correspondence from Dunn & Bradstreet:

It was reported that following discussions between Dunn & Bradstreet and Brian Malpas the amount had been reduced to \$173.50 and a cheque had been forwarded with a covering letter. The matter should now be resolved.

Noted.

Correspondence:

The Secretary reported that there was no correspondence to be dealt with.

Reports

President's Report:

Gary Wood indicated he had nothing to report from the Presidents point of view; however he did have a number of issues for consideration in general business.

Noted

Treasurer's Report :

Elaine explained that she had had insufficient time to prepare a full report, but produced a balance sheet, as at 18 April 2006 together with a revenue account for the period 1 December 2005 to 18 April 2006.

The financial position was reported as being:

Assets comprising cash and cheque account:		<u>\$4158.27</u>
Members' Equity		
Opening balance	\$ 7627.55	
<i>Less</i> Retained earnings	(33.00)	
Operating loss for period	<u>\$(3436.28)</u>	
		<u>\$4158.27</u>
Revenue for period 1 to 18 th April 2006:		
Income		\$ 0.00
<i>Less</i>		
Expenses		
Progressive dinner 2005	\$ 37.10	
Swanpool reimbursement	<u>\$ 200.00</u>	
Subtotal Social expenses	\$ 237.10	
Web site expense	<u>\$ 173.80</u>	
Net loss for month		<u>\$ 410.90</u>

Moved Elaine Ralph seconded Garry Wood

“that the Treasurer's Report be accepted.”

Carried

Secretary's Report.

The Secretary advised that the branch's response to the national survey of activities and fund raising in connection with the issue of GST had been sent to Nat Com.

There were no other matters to report.

Noted

Quartermaster's Report

Dave Griffin explained that he had developed a new process in relation operation of the QM stores in order to maintain better control of purchases, stocks and sales.

Dave has established a receipt book in which he notes each sale and to whom it is made, this gives a control on sales and stock movements and on who buys what.

Separate stock lists and sales and purchases are being maintained for Ulysses items and Yarra Ranges items, to make accounting more effective.

Dave presented a purchase order for renewing Ulysses stocks.

Dave also noted that it appeared that the quartermasters box had been accessed on a Saturday morning and that someone had swapped 2 used Tee shirts for 2 new ones, which was a matter of concern as a consequence Dave requested that he be able to purchase locks for the QM's box to prevent further pilfering.

Moved David Griffin Seconded John Hubner

“that the Quartermasters report be accepted and that he be authorised to proceed with his stock purchase and the purchase of locks.”

Carried

Social Coordinator's Report

Brian Malpas in Janine's absence advised the committee that discussions had been held with the Maroondah Football Club which is willing to accommodate club meetings and a menu is being sorted out more information will be sent to the committee.

Churnside Park continues to be indifferent to the clubs needs, and has asked for a \$1000 deposit on the Christmas function an increase of 100% on last year.

Moved Brian Malpas Seconded Dave Griffin

“that the Social Co-coordinator's Report be accepted and noted.”

Carried.

Ride Coordinator's Report.

Henry reported that the rides organised so far are as per the list on the web site and that members had responded with a number of rides being organised in June for the 4th, 18th and 25th. A ride had also been set for 9th July at Daylesford.

The Thor rally is on the 19th -20th August and the Snowy River Ride is on in September.

John Hubner asked if it might be possible to organise a dirt bike ride week end if there were enough members interest and this was regarded as possible if there were enough takers.

Moved Henry Rokx Seconded Dave Griffin

“that the report be accepted and noted”

Carried.

Newsletter Editor's Report

John reported that he had received 2 reports from the president and the ride co-ordinator.

Reports are due by the end of the week to meet the grapevine publication deadline.

for the newsletter so far, the Presidents and his first newsletter had been published and that there was positive feedback on the colour photographs and the newsletters had been snapped up quickly. Unfortunately only limited numbers of colored prints were available and the rest were in black and white due to cost.

It is proposed the letter will be published quarterly March June Sept and Dec and cut off for material will be the last week of the preceding month.

It is intended the Newsletter will contain member's reports, ride calendars and reports, as well as other events.

Bike Mart who is a supporter of the club will be more prominently supported, and members may advertise their businesses in the magazine. There was discussion about paid advertising and Frank indicated he would investigate the prospect of paid sponsorships to assist with the cost of printing. In considering this issue it was thought it may have implications with respect to tax and GST which will need considering.

Noted

Publisher's Report

Alan Ralph reported that there was nothing to report in relation to publishing.

Noted

Web Master's Report.

Brian Malpas advised the committee that the register for members to post their intentions in regard to traveling to the AGM at Coffs Harbor was not yet established and that he is working on it.

Brian also reported that he was going to establish a series of links to various branch rally sites.

Brian then showed the committee the proposed changes being made to the branch web site and it was agreed that he should continue with the project.

Moved Brian, Seconded Frank Runge

“that the report be noted and that Brian should proceed with the changes to the web page.”

Carried

Rally Coordinator's Report.

David Eagles advised that there was nothing to report in relation to the rally.

Noted

General Business

Scott Bennett BBQ trailer suggestion.

Frank Runge advised that he had spoken with Scott Bennett and conveyed the committee's decision regarding the BBQ trailer proposal. and that Scott was ok with this.

Noted

Sponsorships for the Grapevine

Frank Runge advised that he had spoken to a number of people within the club and outside it with a view to obtaining sponsorship and had several sponsorships so far. He suggested that members could also make a sponsorship donation which would be recognised with other sponsors in the grapevine.

Noted

Donations

It was noted that the club had not made a donation to the Arthritis appeal and also had not run any targeted fund raising events and it was agreed that consideration be given to organizing a fund raiser specifically. Garry explained that the purpose of the lotto which

the club runs is to raise funds specifically for this project but there had not been a donation in the last financial year.

It was agreed that as there seems to be some confusion amongst the members as to what funds were being raised for that members be advised when buying lotto tickets that it is to be used for this purpose.

It was also agreed the Secretary should check with national committee as to what arrangements are in place for the branch to make a donation and that the branch forward a donation at the earliest opportunity.

Helping out.

Dave Griffin highlighted the editorial from the last Riding On in relation to people being allowed to help out with various functions and noted that some incidents had occurred recently which were not in the spirit of the sentiments expressed in the editorial. Dave was of the view that we should all help out in whatever way we can and assist each other to grow old disgracefully.

Noted

Ill or deceased members

Garry Wood noted that several members had been ill and in hospital of recent times and that the club should have a policy of arranging to send flowers and a card etc to members. Similarly on the death of a member arrangements should be made to send flowers and for newspaper notices.

One of the issues in relation to this was that Sylvia Kean has had to fund this in the past and then ask the treasurer for reimbursement.

It was agreed that the branch should make appropriate arrangements, with Sylvia who was acting as members' liaison.

Noted

Members' data base

The committee was concerned that the members' data base was not under the control of a committee member, and that there should be appropriate processes in place to ensure the members data is maintained and kept up to date.

It was agreed the secretary should maintain responsibility for this function.

AGM DVD

Garry Wood advised that the AGM DVD was now available from national committee and that Yarra Ranges had received good exposure.

Date Time and Place of next meeting

Tuesday 20 June 8.00 PM at Le Pines Croydon.