



Annual General Meeting Minutes

6:00pm (AEST) Wednesday 19th June 2024

Virtual Meeting held via GoTo Meeting.

Present: Simon Hemming (Chair), Carolyn Lilley, (Treasurer), Karen O'Connor (Secretary), Ron Potiphar (Perth), Peter Guppy (Parkes), Gigi Blanch (Wangaratta), Cheryl Pope (Orange / MC), Malcolm Chandler (Brisbane West/MC), Tracey McDonagh (Burringbar), David Cochran (Southern Highlands), Zac Hulm (Southern Highlands), Wayne Sticher (Gold Coast / MC), Deb Wall (Rockingham / MC), John Kelman (Sydney North), Tom Twelftree (Adelaide), Louise Hopwood (Mansfield), Tim Rogers (Sunshine Coast / MC), Sophie Naylor (Mansfield), Adrian Boss (Bike East), Dick van den Dool (Bike East), Tim Laughler (Bendigo)

Apologies: Bill Van Zetten (Tweed Head), Angela Hird (Kerang), Bryan Pope (Kerang), Tim McGrath (Perth)

Acknowledgement of Country

Confirmation of Previous AGM Minutes 14th June 2023:

Moved: Gigi Blanch Seconded: Wayne Sticker **Carried**

Items arising out of the previous meeting:

1. Proposed Rules of Association change, required to be presented to the government department within one month of AGM. However, this timeframe was missed, which required a Special Meeting to be held.
2. Britt Owens (NovaCare) – issue of access to CWA resources has now been addressed with CWAA Membership.
3. Adrian Boss (BikeEast) – issue of police clearances will be addressed with CWAA Chapter and Volunteer handbooks.

Confirmation of Special Meeting Minutes held 24th January 2024:

Moved: John Kelman Seconded: Deb Wall **Carried**

Items arising out of the previous meeting:

1. Rules of Association have been approved by the relevant government department, and introduction of membership to Cycling Without Age Australia. All known contacts were invited to join as members.
2. Affiliation processed with We Ride Australia.
3. Notifying people about AGM and Open meetings

Annual Report:

Available via the Website: link [HERE](#)

Simon Hemmings made acknowledgement to Angela Hird for her significant involvement as previous Chair and currently remains supportive to CWAA locally and in her Member Services role.

Simon Hemmings made acknowledgement to Karen O'Connor for her involvement as previous Secretary.

As of today, we have 40 member chapters who have submitted their membership applications that were endorsed by the CWAA Management Committee. We still have a small number of other chapters that we are still working with to onboard as members.

Policies have been published on the website (link [HERE](#)) which are designed in supporting our member chapters.

Simon Hemmings made acknowledgement to Tim Rogers for his work on the Training Curriculum.

Acknowledgement made to thank Malcolm for his nomination for the role of Secretary and brings with him a wealth of experience in governance and secretariat roles.

Moved: Gigi Blanch Seconded: John Kelman **Carried**

Annual Financial Report

Carolyn Lilley explained the financial position for 2023, highlighting our major income and expenses for the period. Due to the independent auditor not yet finalising his review of the Special Purpose financial report, the figures presented are a draft version and might need to be amended accordingly. Once we have the signed off Financial Report they will be available for CWAA Members and published to the website.

Moved: Deb Wall Seconded: John Kelman **Carried**

Election of Management Committee

Chairperson

Nomination/s: Simon Hemmings Seconded: Karen O'Connor

Elected: Simon Hemmings

Vice President

Nomination/s: Timothy Rogers Seconded: Karen O'Connor

Elected: Timothy Rogers

Treasurer

Nomination/s: Carolyn Lilley Seconded: Simon Hemmings

Elected: Carolyn Lilley

Secretary

Nomination/s: Malcolm Chandler Seconded: Karen O'Connor

Elected: Malcolm Chandler

Ordinary Committee Member

Nomination/s: Wayne Sticher, Dick van den Dool, Deb Wall, Cheryl Pope, Karen O'Connor, Adrian Boss (acting as liaison with Royal Danish Ambassador), David Cochran, Zac Hulm

Elected: Wayne Sticher, Dick van den Dool, Deb Wall, Cheryl Pope, Karen O'Connor, Adrian Boss, David Cochran, Zac Hulm

As no positions were contested or extra nominations from the floor, the nominations were all carried.

Confirmation of Annual Subscriptions:

Motion: Annual Subscriptions are \$100

Moved: John Kelman Seconded: Dick van den Dool **Carried**

Appointment of Auditor:

Motion: The Auditor will be appointed as recommended by the accountant in 2025.

Moved: Karen O'Connor Seconded: Cheryl Pope **Carried**

Other Business:

1. **CWA Australia Facebook** - the page photo is very old and in need of an update, can you please send through any consented photos that are in high quality resolution and the correct landscape size for this to karen@cyclingswithoutage.org.au
2. **CWA Australia Webpage** - currently working on updating the website so that we have CWAA Members only on the map and under the relevant state. Please have a look at this page (link [HERE](#)) and provide any updates to karen@cyclingswithoutage.org.au regarding contact name, email, photo and/or links to your chapters' fundraising page and Facebook page if you have them.
3. **CWA International Summit** - Australia was well represented at the summit recently held in Copenhagen with 9 people attending from across Australia. Lots of great connections were made and strengthened existing relationships. Feedback has been provided to CWAA Management Committee. No substitute for meeting together with positive energy and enthusiasm. It was an excellent opportunity to meet with our Australian Ambassador representative in Denmark.
4. **CWA Australia Summit for 2025** - we have been considering a summit / conference for 2025 and will be providing the lessons learnt from the CWA International Summit to the team working on this. Potentially might send out a survey form to members for input of ideas and preferences.
5. **Trishaw Maintainer role** - we are offering this role and involvement in this forum / group to all of our CWAA Members (and not just governed chapters), so if independent member chapters wish to join this group please email: ronpotiphar@gmail.com to be included in the group
6. **NSW chapter online meeting**: Dick, Cheryl and Adrian are arranging an online meeting with NSW members from early to mid-July. First discussion will be about maintenance.
7. **Envilo Hub belt driven bikes** - We have had an issue with the new TrioBike taxis which have had failures with the Envilo Hubs. If you have a Triobike taxi with a belt drive, please can you send an email to Simon via this email chair@cyclingswithoutage.org.au advising:
 - a. if you have a trishaw/s that are of this model
 - b. if you have had any failures, and if so, where they replaced under warranty or not
 - c. if you have any replacements, what has it been replaced with

An opportunity for all those present to raise any comments or questions was opened to the floor:

Peter Guppy: Elvis Presley event being held 1st weekend in January 2025. Tamworth is interested in training and want a trishaw – country and western week in 2026. Peter to send information to Karen O'Connor who can assist in creating flyers. Bathurst and Dubbo are still interested in forming chapters.

Adrian Boss: Arranging a strategy meeting for Bike East so that he can commence delegating some of his tasks to others for sustainability.

Ron Potiphar: invitation to join Maintainers Forum is encouraged with collaborative learnings

Sophie Naylor and Louise Hopwood: Acknowledged the help and support from Gigi and Wangaratta chapter in establishing. Working hard on volunteer growth and funding.

John Kelman: asked about the status of training documents and handbooks. Simon responded that they are completed and currently the Management Committee are working on where CWAA Members can access them easily. If needed in the interim, we can provide access before our strategy meeting in July where we will be discussing accessibility of information.

Tim Laughter: CWA Bendigo has just been established and is applying for grants. Acknowledgement made to Angela Hird for her assistance along the way.

Wayne Sticher: concurred that it is great to be part of the organisation, with supportive people. Thanks to the executives who hold the new roles.

Zac Hulm: Bowral Classic is being held in Bowral on the 20th October 2024, and HarbisonCare use their trishaws to ride in the event with some of their residents. They will extend the invitation to others to join if they wish.

Tom Twelftree: were due to launch tomorrow but have pushed the launch to 21st June due to weather. Acknowledgement made to Wayne for coming down to assist with training. As his background is in IT, Tom mentioned Wiki for use as an IT solution. Simon encouraged him or a representative to provide assistance or information on this as we are always looking for additional help.

Tracey McDonagh: received first two trishaws with storage solutions being sorted.

Tim Rogers: acknowledgement to Simon Hemmings for his leadership and direction of CWAA.

Next AGM 2024 – date to be confirmed.

AGM close: 7.07pm (AEST)

Unconfirmed Minutes circulated to attendees and RSVP.