



**Cycle Touring Association of WA (Inc.)  
Annual General Meeting (AGM)  
Sunday 24<sup>th</sup> February, 2019**

Venue: The Rise, 28 Eighth Ave (near corner of Guildford Road), Maylands  
Time: 10:15 am

**AGENDA**

- 1. Welcome**
- 2. Apologies**
- 3. Minutes of the last Annual General Meeting (25<sup>th</sup> February 2018)**
- 4. Reports**
  - (1) President
  - (2) Treasurer
  - (3) Rides Coordinator
  - (4) Tours Coordinator
  - (5) Achievement Rides
  - (6) Social
  - (7) Clothing
  - (8) Website
  - (9) Editor
  - (10) OYB 2018
- 5. OYB 2019**
  - Acceptance of 2019 Sub-committee
  - Presentation of current planning
- 6. Awards**
  - (1) Achievement Ride Recipients
    - i. Merit Series
    - ii. Achiever Series
    - iii. Challenge Series
    - iv. Super Achiever Series
  - (2) Newsletter Article of the Year
  - (3) Ride of the Year
    - i. Single Day Ride of the Year
    - ii. Multi Day Ride of the Year
  - (4) Cycle Tourist of the Year
- 7. Election of Committee Members for 2019**
- 8. General Business**
  - (1) Subscriptions
  - (2) Appointment of Auditor
  - (3) CTA Address
  - (4) Other

**Attachment 1: Minutes of CTA AGM, February 2018**

**Attachment 2: CTA Financial Statements 2018**

**Attachment 3a: 2018 Single Day Rides List**

**Attachment 3b: 2018 Multi Day Rides List**

**Attachment 4: 2019 rides calendar**

**Attachment 5: Committee member nomination form**



## **SUPPORTING INFORMATION**

### **1. Welcome**

Welcome by the CTAWA President, Stuart Crombie.

### **2. Apologies**

Known apologies:

Call for other apologies.

### **3. Minutes of the last Annual General Meeting (25<sup>st</sup> February 2018)**

Copy of the minutes of the last Annual General Meeting on Sunday 25th February 2018 is at Attachment 1.

### **4. Reports**

(1) President (Stuart Crombie)

(2) Treasurer (Christine Liddiard)

(3) Rides Coordinator (Liz Marshall)

(4) Tours Coordinator (Stan Wiechecki)

(5) Achievement Rides Coordinator (Arie Lemson)

(6) Social Coordinator (Steve Napier)

(7) Clothing (Jane Lodge)

(8) Website (Angus King)

(9) Editors (Rosalee McAuliffe & Hilary Beck)

(10) OYB (Terry Bailey)

### **5. OYB 2019**

Acceptance of 2019 Sub-committee  
Presentation of current planning

### **6. Awards**

#### **(1) Achievement Ride Series**

- i. Merit Series – 50km, 100km and 5,000 in 4.
- ii. Achiever Series – 50km and 100km, and 5,000 in 4 *plus* any one of: Century Challenge (160km) *or* 200km *or* 300km *or* 10,000 in 8 *or* 200km in two consecutive days.
- iii. Challenge Series – 50km, 100km, Century Challenge (160km) and 200km and 10,000 in 8.



iv. Super Achiever Series – 50km, 100km, 200km, 300km and 10,000 in 8.

The following achievement ride series awards will be made at the AGM:

- Super Achiever: Bruce Robinson
- Challenge series: Christine Liddiard and John Farely
- Achievers: Stuart Crombie, Liz Marshall and Arie Lemson
- Merit: Kleber Claux

## **(2) Newsletter Article of the Year**

## **(3) Ride of the Year – Single & Multi Day**

## **(4) Cycle Tourist of the Year**

### **Cycle tourist of the year criteria**

Nomination for Cycle Tourist of the Year may be based on:

**Tour Achievement:** The person may have realised a personal goal to cycle tour (perhaps across Australia or overseas) and involved the CTA by organising and leading it as a CTA tour. The achievement of a personal challenge on its own is not as important as meeting that challenge and assisting other members in that goal.

**Leadership:** The person demonstrated an outstanding display of leadership, which provided direction to the CTA during the current, or previous year. This may have been a drive towards more touring, or social endeavours, or cycle education, or a membership drive, etc. Generally this would relate to CTA Presidents, but this is by no means a necessary condition.

**Club Support:** The person has consistently been there for the Club over a number of years. This award would be in recognition of their services in a Committee role, Ride Leader role, Ride Organiser role, Tour Leader role, and Public Relations/Social role over the current and/or previous years.

**Innovation:** The person may have introduced a radical change in thinking for the club membership in general, or altered the customary thinking of the role or proposed direction of the CTA. Innovative ideas may have been the introduction of club uniform, or major improvements to newsletters or ride descriptions. The introduction of an Achievement/Challenge series, progressive dinners, evening social rides or other ideas which galvanise and focus the general club membership.

**Note 1:** The Cycle Tourist of the Year is not a reward for completing all the Achievement or Challenge series, or having ridden a given number of kilometres etc., since these are personal goals which do not reflect the needs or involvements of the general membership.

**Note 2:** The above criteria was compiled as a guide to help people understand what they are voting for. Someone may fit into one or more of the criteria. You may feel someone deserves it for other reasons.

The following nominations have been received:

- Trevor Knox (nominated by Angus King)
- Angus King (nominated by Brian and Rosalee McAuliffe)
- Brian McAuliffe (nominated by Doug Allen)



## 7. Election of Committee Members for 2019

Nominations for President, Vice President, Secretary, Treasurer and seven (7) committee members for the positions of Rides Coordinator, Tours Coordinator, Achievement Rides Coordinator, Social Coordinator, Editor, Webmaster, Clothing Coordinator can be received up to and on the day of the AGM. All nominations shall have a proposer and a seconder, and shall be announced at the AGM. Nominees, proposers and seconds must all be voting members of the CTA. A committee member nomination form is at Attachment 6. Please print off as many as you need and send your nominations to the CTA Secretary before the AGM or bring to the AGM.

Below is a summary of the roles and responsibilities for each of the committee positions.

**President:** Provides direction and leadership for the club and committee members. Has a vision of why the club exists and where it should be going. Communicates this vision to others.

**Vice President:** Stands in as the CTA President in the Presidents absence. Assists the President and other committee members when needed. Helps to coordinate the committee and club functions. Acts as the club safety officer.

**Secretary:** Attend meetings and take minutes of the meeting. Retain records of CTA committee meetings and send meeting reminders at least one week prior to meeting. Attend to any outgoing correspondence as required. Prepare documents for the AGM and ensure notice of meeting is sent to all members at least one month prior to the meeting.

**Treasurer:** Keeps the financial books/electronic files up to date for the CTA, including a proper record of all payments and monies received and the current cash at bank. Processes membership subscriptions and reports on the current membership numbers and new members monthly.

**Rides Coordinator:** Prepares the CTA Rides Calendar for the year, including updating the rides list and calendar on the CTA website and prepares rides information for the bi-monthly newsletter. Organises ride leaders for all rides.

**Tours Coordinator:** Works with the Rides Coordinator to coordinate a series of multiday tours during the year. This involves developing a tours calendar for suitable dates, arranging tour leaders and assisting them with ideas on the location and type of tour including reuse of previous tours.

**Achievement Rides Coordinator:** Works with the Rides Coordinator to schedule all achievement rides throughout the year, including updating the CTA website. Arranges support for the achievement rides and maintains the list of all riders who meet criteria for the various AR series. Arranges badges and awards for the AGM.

**Social Coordinator:** Organises the social events held by the CTA. The main events are the regular Social Nights held for members and the Annual General Meeting.

**Webmaster:** Maintains the CTA website.

**Editor:** Produces the CTA's bi-monthly newsletter "The Chain Letter". Formats the main events calendar and includes in the January/February newsletter.

**Clothing:** Responsible for ensuring adequate supplies of CTA clothing are held on hand, are distributed to buyers in a timely manner and that adequate records of sales and money are maintained. Ensures all stock is stored in a secure manner and reports to the CTA committee (monthly) and AGM on stock and sales during the year.

The following nominations have been received:

- President: Stuart Crombie
- Vice president: Arie Lemson
- Secretary: Doug Allen



- Treasurer: Christine Liddiard
- General Committee
  - Rides Coordinator: Liz Marshall
  - Tours Coordinator:
  - Achievement Rides Coordinator: John Farrelly
  - Social Coordinator:
  - Webmaster: Angus King
  - Editor: Hilary Beck and Rosalee McAuliffe
  - Clothing: Jane Lodge

## **8. General Business**

- (1) Subscriptions (for 2020)**
- (2) Appointment of auditor**
- (3) CTA address**
- (4) Use of emails**
- (5) Other**