



**Cycle Touring Association of WA (Inc.)
Annual General Meeting (AGM) 2025
Minutes of Meeting**

When: Sunday 23 February 2025
Where: The Rise, 28 Eighth Ave, Maylands
Time: The meeting commenced at 10.15am.

Agenda
Attendance: Members: Judy Anderson, John Bailey, Hilary Beck, Arthur Bishop, Ron Bowyer, Yew Li Cheng, Robin Cilli, Patrick Clancy, Randell Clarke, Kleber Klaux, Stuart Crombie, Rosemary Cuthbert, Sarah Cutts, John Farrelly, Ken Graffin, Udeni Gunasekera, Randell Holland, Silvia Klemenz, Jeremy Knowles, Simon Koek, Teresa Liddiard, Christine Liddiard, Juliann Lloyd-Smith, Rob Loughman, Liz Marshall, Richard Marshall, Scott Penney, Mary Roglich, Bruce Shaddock, John Stace, Linda Tompkins, Sue Urbaniak, Don Ward, Stan Wiechecki, 34 members present
Returning officer: Returning officer appointed: Hilary Beck The Returning Officers confirmed a Quorum was present (23 members required for quorum)
Welcome Ken Graffin (President and chair) welcomed members to the meeting of the CTA.
Apologies: Noel Eddington , Lois Grincer, Debbie Grose, Ian Grose, John Gummer, Rob Lydon, Brian McAuliffe, Rosalie McAuliffe, Rita Miller, Cliff Miller, Connie Van den Ende, Julie Wilkinson, Ann Wilson
Minutes of the last Annual General Meeting held on 25 February 2024 The Secretary advised the Minutes of the last AGM are on the website. Moved Jeremy Knowles, Seconded Bruce Shaddock that the Minutes be accepted (subject to the time of the closure of the meeting being amended to 12.15) as a true and accurate Account of the AGM held on 25 February 2024. Motion carried Unanimously
Reports Reports were on the website prior to the meeting and remain on the website. The reports are also set out in these minutes. CTAWA committee members provided verbal highlights of their report. President - Ken Graffin Thankyou everyone for attending the 2025 AGM. I propose to stand again for President in 2025 and hope I retain your support. I would like to thank Jeremy for his great work as Secretary this year and thank him and Sylvia for their participation in most rides this past year. As well as hosting meetings when needed through the year. Bruce continues to do a great job managing the clubs finances. This is despite the demands of his elderly parents which is impinging on his riding. Randell continues to do a great job preparing the 4 newsletters the club produces each year. He also attends most rides from Two Rocks which shows great commitment and puts most of us to shame who cannot get out of bed to attend. Thank you to the Connie and Noel duo who are club rocks as Merchandise Manager and Vice President and nice people and great contributors. Patrick and Yew Li as Social Co-ordinator and rides Co-Ordinator, thank you for doing a great job collectively and severally.



Your contribution keeps the club ticking over on a week to week basis which is very important. We miss you(s) when you're away.

Lois as leader of the annual Bicycle Tour sub-committee we appreciate your important task and the contribution that event makes to the club. Also thanks also to all the supporting cast of the Tour sub-committee. The Committee remains confident of the success of the annual tour in your hands.

I participated in the Club's 50 Anniversary ride from Albany to Perth back in April. I would like to thank Trevor for his efforts in organising this event which was most enjoyable except when I got soaked to skin near Busselton. If the wife could drive I might have bailed.

To the rest of the Committee thank you for your contributions to your roles and for attending the meetings throughout the year. I think we have had a pretty good year. I hope you the members have had a good year too.

Lastly but most importantly thank you to all the members who pay their subscription, lead our rides and participate in our events.

I hope you enjoy it as much as I do and long may we continue to roll.

Warm regards Ken

Acceptance of president's report moved by Ken Graffin seconded by Jeremy Knowles motion carried unanimously.

Treasure - Bruce Shaddock

At the end of the CTA Financial Year the value of cash and clothing assets held by the association totalled \$46,965.94 – a decrease of \$9,172.29 from the value held at the end of 2023. These figures include the funds held in all CTA bank accounts, 'On Your Bike' bank accounts, petty cash held by the clothing co-ordinator and the OYB administrator, plus clothing stock of \$5,496.52. The amount held includes \$2,580.00 in prepaid 2025 membership fees received during November and December 2024.

With the exclusion the 2025 prepaid membership fees the total of members accumulated funds held at 31st December 2024 was \$44,385.94 – a reduction of \$3,295.29 from 2023. This reduction is attributed to:

CTA General accounts reduction	\$2,649.62
CTA 'Touring' account increase	+\$600.51
OYB accounts reduction	<u>-\$1,246.18</u>
	<u>-\$3,295.29</u>

The Income and Expenditure applicable to each of the above are detailed in the association's Financial Statements for 2024. The accounts of the CTA, CTA "Touring" and 'On Your Bike' have been audited as a consolidated group, with separate Income and Expenditure statements having been extracted for both the CTA 'Touring' account and the 'On Your Bike' tour. The Financial Statements for the association, including the Auditor's Report are available as part of the AGM reports.

It is considered that the reserves held are adequate to meet all foreseeable expenses during 2025, with the association being in good financial position at the end of 2024. In general, costs have remained in line with those experienced in 2023 – with public liability insurance remaining the single largest expense for the Association.

CTA Operating, Investment Accounts and Clothing Stock (excludes the 'Touring & OYB accounts):

When the net gains/losses from the OYB and the CTA "Touring" accounts are deducted from the total consolidated accounts, the total CTA general income was less than the total expenditure in 2024 by \$3,085.99. Items of note are:

- Purchase of jerseys totaling \$6,121.00 – \$5,676.00 of this was for 50th anniversary jerseys, with the balance replenishing stock sold in 2023. In total 86 of the 50th anniversary jerseys were bought and sold in 2024 – with the association funding an average of \$7.28 per jersey.
- Public liability insurance costs of \$4,395.00 – a small reduction compared to the 2023 cost.
- Expenditure on social and AGM functions of \$2,614.90 – which includes room hire, catering and awards given at the AGM.



CTAWA Memberships for 2024

The total membership as at December 2024 was 217, which was an increase of 6 from the end of 2023. There was a total of 20 new members in 2024 (9 from OYB), reduced by 5 notified resignations, compared to 12 new members in 2023 (5 from OYB).

Acceptance of treasurer's report moved by Bruce Shaddock seconded by Simon Koek, motion carried unanimously

Rides Coordinator –Patrick Clancy

Caveat: the numbers cited below may not be 100% accurate, but they're close enough.

During 2024, a total of 119 day rides were operated - excluding rides that were cancelled due to either being too hot or too wet from a meteorological perspective. This is an increase from 107 rides in 2023. So that's good.

During 2024, a total of 40 members volunteered to lead rides - of which 31 members led two or more rides. The comparable numbers for 2023 were 33 and 23. So that's good too.

During 2024 there were two members who led more than ten rides each - Liz and Scott. This compares to one member (Liz) in 2023. Many thanks to both of them for being so enthusiastic.

Early in 2024, there were a small number of 'leaderless' rides - meaning that no member had volunteered to lead prior to the actual ride - and these were not included in the numbers above. Thanks primarily to the sterling efforts of Liz it has not been necessary to announce leaderless rides since last year's AGM.

The initiative established in 2023 to operate Thursday lunchtime rides in winter and Thursday dinner rides in summer appears to have become self-sustaining, with members actually insisting that their rides be posted on the website without any prompting.

In 2024, a number of new initiatives were launched:

1. Invitations to the Exclusive Luxury Ride Leader's BBQ were only offered to members who led two or more rides. And not their partners either. This appears to have been successful, in no small part because the standard of food at the BBQ has been dramatically improved in recent years thanks to the incredible efforts of the Social Coordinator.
2. An attempt has been made to increase interest in the day rides by writing a few sentences of nonsense to offset the generally boring dry tone of the website notification posts. This has been met with both positive and negative feedback, but who cares - if it means the ride coordinator is a little more engaged in the role then it's a good thing.
3. A number of CTA members have started running mountain bike rides on Fridays. This initiative has been generally successful with a relatively small group, but there is scope to increase the frequency of rides if interest develops.
4. A library of twenty gpx files was loaded onto the website, providing a ready source of inspiration for potential ride leaders. This initiative was completely unsuccessful, but the rides are still there if anybody's interested for this year.

Acceptance of Rides Co-ordinator's report moved by Patrick Clancy seconded by Rob Loughman, motion carried unanimously

Achievement Rides -John Farrelly

The Achievement rides for 2024, have been finalised and award recipients finalised.

2 Super Achievers

Christine Liddiard, Stuart Crombie

1 Challenge Award

John Farrelly

4 Achievers Award

Liz Marshall, Scott Penney, Nick Choy and Taka Nukumizu

3 Merit Awards

Patrick Clancy, Richard Marshall and Bruce Robinson

In total we had 8 Achievement Rides in 2024, with 21 people taking part.



I have completed a stocktake of mugs and badges that I currently am holding.
As of 15/1/22 we have in stock ;

Coffee mugs

Merit 16
Achiever 13
Challenge 12
Super Achiever 10

Embroidered Badges

50k 74
100k 52
160k 17
5 Dams 49
200k 59
5000 in 4 65
10000 in 8 54
Life Member 15

As long as there are people still interested in turning up for these rides, I am happy to organise them, and look forward to doing so again this year.

Acceptance of Achievement Rides Co-ordinator's report moved by John Farrelly seconded by Simon Koek motion carried unanimously

Social-Yew Li Cheng

The social calendar was filled with three Social Nights held at The Rise with a theme of "Around the world on 2 wheels", covering different continents for each night. There were also three other events being organised at other locations for members to socialise over a meal.

Social Night 4 Apr : Cycle Touring - A Taste of Europe & Silent Auction

Doug (and a silent injured Rikus) presented their 2023 full pannier cycle tour from Amsterdam to France, where they were happily camping and sampling beer for 2 months. Connie and Noel presented their cycling trip from Stockholm to Brussels, where they were happily staying in hotels, taking trains with their bikes and also sampling beer. It was a contrasting talk of different forms of touring with bikes and yet equally enjoyable.

There was food pairing on the night where delicious European food was prepared by Robyn.

A silent auction was administered by Jeremy for some donations of bike parts and touring equipment.

Social Night 13 June : A Taste of Asia

As it is the CTA's 50th Anniversary, Dale, one of the co-founders of the CTA, was lured out of his retirement to provide entertainment on the night with superb photography and commentary on cycling in Bali (CTA overseas tour) and Vietnam (with his daughter). Ian and Deb, regulars on our weekly rides, showed us how to ride in style and be on supported tours in Taiwan and Thailand.

Both talks highlighted the food, different cultures, "fun" with the weather and joy of cycling in 4 different countries in Asia. Ken was the MC of the night and bought some Asian food from a caterer to match the theme of an Asian night.

Social Night 6 Nov : Africa & Touring the continents

The first talk of the night covered West Africa, where most sane people would not think of cycling in. Amazingly, we had the privilege to hear Jeremy speak as he lived to tell the tale of his and Silvia's trip there 20 years ago. Besides cycling and camping, they also got to experience medical centres (broken arm, malaria, food poisoning - what more could one expect on a cycling trip!), embassies, police and army roadblocks and ate "interesting" food.

The supper during the break did not have any African food as we could not replicate what Jeremy described. Instead, Robyn, Taka and Patrick prepared a mix of Asian and European food with croissants, sushi, fruit and sweets to set the



mood for the next half of the night.

The second talk was more sedate, with Yew Li and Patrick comparing the ups and downs of riding in different countries (UK, France, Brussels, Japan, Malaysia) over the past 2 years. Topics such as cycling routes & road conditions, weather (it's terrible in the UK), scenery and public toilets were covered.

That nicely wound up the "Around the world on 2 wheels" talks for the year.

Special thanks to Robyn for making delicious food for the social nights.

2023 Ride Leaders BBQ - 6 April Banks Reserve

Members who led rides during 2023 were invited to this event to thank them for their efforts. Nearly 40 attended for a lovely BBQ of burgers, steaks, mango chicken, salmon, salads, with delicious tarts and cakes to finish off a relaxing afternoon by the river. Thanks to Carl who was our BBQ chef of the day and Jeremy for buying the drinks.

Christmas Lunch - 8 Dec The Last Drop Elizabethan

A happy jolly time was had by all who attended the Christmas lunch. Under the gazebo, we ate, drank and shared stories and bad jokes.

2024 Ride Leaders BBQ - 12 Jan 2025 Lois' house

Ride leaders who led two or more rides in 2024 were invited to this event with Lois hosting at her house. Over 30 people attended and were treated to BBQ sausages, burgers, skewers, barramundi and salads. Dessert was tarts/cakes with cherries and grapes to finish.

Thanks to our BBQ chefs Ken and Achievement John for cooking the food so well and to Jeremy for getting the drinks.

Submitted by

Yew Li Cheng

Social Coordinator 2024

Acceptance of Social Co-ordinator's report moved by Yew Li Cheng seconded by Simon Koek, motion carried unanimously

Clothing - Connie Van den Ende (presented by the Secretary in Connie's absence)

Sales for 2024:

Mirrors 16

Sleeves 4

Noskon 15

Red socks 6

Blue socks 1

Best sales were on OYB total \$570

Not much interest in the standard CTA jerseys because new jerseys were distributed on the last OYB and another jersey for the 50th anniversary tour (see below) was popular.

Mirrors are always popular

The CTA was formed in 1974, hence 2024 represented the 50th Anniversary of the club. To celebrate this milestone anniversary, a limited edition 50th Anniversary Jersey was arranged that members were able to purchase by special order. The jersey, with the iconic WA Kangaroo Paw on the front, was well received by members with a total of 86 jerseys being ordered over the three orders that were placed during the year.

Acceptance of Clothing Coordinator's report moved by Jeremy Knowles seconded by Simon Koek, motion carried unanimously

Website – Simon Koek

Management and operations of the website were mostly uneventful during 2024. However, issues with the membership "plug-in" still abound. This arises from the situation that the club is using the free version, which means that we get no support from the vendor, but still enjoy some functionality that could be "subscription only". My attempts to understand



& document it are ongoing, complicated by the fact that as updated versions are released, these may change the existing functionality. There's also an issue with the small amount of website free space. I am investigating ways to remedy this problem. One goal I would like to achieve this year is a revision of the documentation. Although the previous Webmaster created a fantastic resource, I have not updated it & have been lax in providing the relevant sections to the officeholders who use it. Last year, I remarked on the previous Webmaster's comment from his 2022 AGM report, "I encourage all members to explore the website to discover some of the content gems". I make the same recommendation this year, so please visit the webpage "Rides" -> "Find a Ride - Tracks List". Please also remember that if you have any issues accessing the website or where you could see further improvement please drop me an email at webmaster@ctawa.asn.au."

Acceptance of Website report moved by Simon Koek, seconded by Ron Bowyer, motion carried unanimously

Newsletter Editor – Randell Holland

In the year 2024, 4 issues (No's 288-291) of The Chain Letter were published, one for every season of the year. There were four reports from members travelling on CTAWA tours as well as many locations around the world such as LEJOG, the Baltic and OYB tours of Rivers of the Darling and Sculptures to the Sea. There were also touring related articles, Social night reviews, president's reports, Achievement Rides spread sheet and upcoming events.

I would also like to thank all the contributors who provided the many cycling stories for us to read

Acceptance of News Letter's report moved by Randell Holland, seconded by Simon Koek, motion carried unanimously

OYB 2024

OYB Sculptures to the Sea Tour 2024

Saturday 21 September – Sunday 29 September

Corrigin – Kulin – Lake Grace – Pingrup – Newdegate – Lake King – Ravensthorpe – Hopetoun

1. Tour numbers

91 participants enrolled for the tour.

Unfortunately 5 dropped out in the last week before the event due to illness, so 86 participants went on tour.

About 10 of these were first time OYB participants.

We aimed for 100 but expected between 80 to 90 on tour, which was about right.

We did a quite a lot of publicity for the event (including social media) to attract new participants, so 80 to 90 seems to be the new post Covid participant level.

2. Financial outcome

All payments have now been made and just awaiting bond return of \$400 from the Shire of Ravensthorpe.

With the bond return of \$400 included the tour made a loss of \$1,346.

The contingency budget, based on 90 participants, was for a profit of \$3,061. However we provided a refund of all but \$100 to each of the 5 participants that dropped out in the last week. This was a total payment of \$4,030 which wasn't factored into the original budget.

3. Overall outcomes

The tour went very well, with good feedback from participants that they enjoyed it very much.

The scenery was nice and green after a good winter of rain. Varied and interesting scenery.

The weather was favourable with mild conditions and little rain.

The two excursions went very well:

- Holland Track Farm had 50 participants
- Fitzgerald River National Park had 56 participants

Quiz night on the evening of the rest day in Newdegate went very well and was a lot of fun. We felt this was more inclusive



than a band and dance night would have been.

Contact with all the Shires was very positive with good support from them for the tour. No real problems with use of the recreation centres or camping on the ovals.

Catering was challenging to arrange for some of the smaller towns, but overall the evening meals were good. Interestingly the two smallest towns (Pingrup and Lake King) with catering by the local P & C provided far and away the best evening meals.

4. OYB 2025 Team

Three of the six members of the OYB 2024 Team said they wished to step down at the end of the tour.

An email was sent to all participants a few weeks prior to the tour to let them know about this and that we would need three new people to come onto the OYB 2025 Team or the OYB tour could not be held in 2025. On the second last night of the tour we showed the proposed route for the OYB 2025 tour and reiterated that new people from the participants present would need to step forward by the following night or the OYB for 2025 would not be held.

It was great to see that by the last evening more than 5 people stepped forward. New people are: Maureen Gill, Steve Napier and Udeni Gunasekera on the OYB 2025 Team as well as two support persons –Randell Holland (brochure and booklet) and Jennie Knight (garment).

Acceptance of OYB 2024 report moved by Jeremy Knowles seconded by Simon Koek, motion carried unanimously

OYB 2025 - The OYB 2025 presentation was made by the Secretary on behalf of Lois Gincerri.

The tour route will be as follows:

Day	Date	Bus/Ride	From	To	Ride km
1	Sat 18 Oct	Bus	Cockburn Central Station	Coolup Community Hall	optional
1	Sat 18 Oct	Ride	Coolup	Waroona	16.5
2	Sun 19 Oct	Ride	Waroona	Harvey	54.2
3	Mon 20 Oct	Ride	Harvey	Bunbury	62.8
4	Tue 21 Oct	Ride	Bunbury	Donnybrook	71.8
5	Wed 22 Oct	Ride	Donnybrook	Collie	71.3
6	Thur 23 Oct	Rest Day			
7	Fri 24 Oct	Ride	Collie	Waroona	76.4
8	Sat 25 Oct	Ride	Waroona (1.5 km gravel)	Dwellingup	51.1
9	Sun 26 Oct	Ride	Dwellingup	Coolup	26.0
9	Sun 26 Oct	Bus	Coolup	Cockburn Central Station	optional

Co Tour Leaders

Three Co Tour Leaders:

- Lois Gincerri
- Maureen Gill
- Steve Napier

Our initial recce was undertaken on December 4th and 5th.

Dates for the tour have been confirmed as 18th–26th October 2025

The name of tour is “Forests and Murals Tour 2025”

Venues:

There have been some changes due to lack of availability or accessibility.

The start of the tour is Cockburn Central Train Station and Coolup Community Hall

Parking is available in Coolup at the Equestrian Centre



Most venues are booked however we are waiting for responses to our requests for venue hire in Bunbury and Donnybrook.
Catering:
Some catering has been finalised. Sourcing suppliers and final costs is ongoing.
Tour Booklet and brochure:
These are currently being developed by Randell Holland and the graphic designer Andy Reavell.
Garment and logo: The garment and logo design has been decided. Jenny Knight is sourcing these and will have final costs at our March OYB committee meeting.
Rest Day :
Maureen Gill is investigating the possibility of a cycling movie/doco.
The OYB committee are getting feedback from participants regarding self-catering on Wednesday October 22nd at one of the many hotels and restaurants in Collie.
Ongoing Planning
Our goal is to have final costs for the tour in place by March 31st,2025
Acceptance of OYB 2024 report moved by Jeremy Knowles, seconded by Simon Koek, motion carried unanimously.

Awards

These awards recognize the achievement rides or positive influence to the CTA by individuals.

Achievement Ride Recipients – presented by John Farrelly

Super Achievers Awards

Christine Liddiard, Stuart Crombie

Challenge Awards

John Farrelly.

Achievers Awards

Liz Marshall, Scott Penney, Nick Choy, Taka Nukumizu.

Merit Awards

Patrick Clancy, Richard Marshall, Bruce Robinson

Newsletter Article of the Year – Winner David Grubb

Multi Day Ride of the Year – Winner Trevor Knox

Cycle Tourist of the Year – Winner Liz Marshall. Trophy presented by Ken Graffin.

Election of Committee Members for 2025

Nominations having been received for the following Committee Positions by the following persons:

President	Ken Graffin
Vice President:	Noel Eddington
Treasurer:	Bruce Shaddock
Secretary:	Jeremy Knowles
Achievement Rides Coordinator:	John Farrelly
Clothing Coordinator:	Mary Roglich
Editor in Chief:	Randell Holland
Webmaster	Simon Koek
Committee Member (OYB)	Lois Grincer



AND no other nominations having been received; Pursuant to Rule 35(3) of the Constitution, the Chairperson declared such persons elected to the positions listed beside their names.

As no nominations have been received for the position of Rides Coordinator and Social Coordinator the chairperson pursuant to Rule 35(2) of the Constitution called for nominations from the members at the meeting.

Patrick Clancy nominated for the position of Rides Coordinator (seconded by Jeremy Knowles) and **Linda Tompkins** nominated for the position of Social Coordinator (seconded by Jeremy Knowles). As Patrick's and Linda's were the only nominations they were declared elected to the positions of Rides Coordinator and Social Coordinator respectively and endorsed enthusiastically by all members at the meeting.

General Business

(1) **Subscriptions--** Treasurer outlined the matters considered when determining the subscriptions for 2026:

- Expenditure historically \$3,000 to \$3,500 higher than income
- Budgeted cost per member is \$41.00 but average receipt is \$27.00
- Required to make an Annual Declaration that at beginning of each year have ability to pay debts as they fall due –in effect 2 declarations one for OYB and one for the general account of the Association
- Many OYB expenses incurred before any entry fees received
- In years to come may have difficulty making that declaration
- There is 2 years' worth of income in the Bank

On that basis the Committee determined that the Fees for 2026 would be:

General Fee	- \$40.00
Country Member	- \$30.00
Pensioners	- \$30.00

No Discount for early payment but discount for new members.

Questions and comments from the meeting

1. Juliann asked, Why when we have money in the Bank equal to approximately 13 times loss are the Fees being put up?
2. Liz asked Why not put it up to \$50.00?
3. Therese noted that the surplus has previously been in excess of \$60,000.00
4. Linda noted cash flow needs to be addressed now as possibility of Insolvent Trading must be avoided

Treasurer Bruce answered the questions and noted the comments and emphasized that the increases were in the best interests of the Association, its Committee and its members.

Moved Simon Koek seconded Bruce Shaddock that the Meeting approve the Fees as determined by the Committee.
Motion carried unanimously.

(2) **Members Motions:**

Yew Li Cheng moved two motions that:

- i. The membership fees for Committee Members' who have completed a full year be waived for the year following the Committee Member serving on the Committee, and
- ii. Committee Members who completed a full year in 2024 to have their membership fees refunded for 2025

The motions were seconded by Liz Marshall

Yew Li outlined her reasons for moving the motion. In summary it would be a sign of appreciation for the work carried out by committee members.



The Secretary advised that the Committee could not vote on the motions as there was a conflict of interest, but stated that the committee would, if they could, have voted against the motions.
Christine advised that previous committees had been offered Fees to be waived but had declined. Small gifts were given in lieu of waiver of Fees.
The Secretary advised that this year the Committee had agreed to forgo their traditional box of chocolates.
A number of members spoke against the motions.
The motions were put to the meeting and the motions were lost. 2 votes for and **17 votes against**

(3) **CTA Address** – Confirmed that the CTA postal address will remain the same, namely: PO Box 174 Wembley WA 6913.

(4) **Appointment of Auditor** – Motion by Bruce Shaddock '*To appoint Martin Gray, the current auditor, as the CTA auditor for 2024*'.seconded Jeremy Knowles, motion carried unanimously NB Martin may be unavailable next year to audit the accounts but an alternative auditor has agreed to carry out an audit if Martin cannot continue in the post.

(5) **Other business: NIL**

There being no further business the meeting closed at 12.15 p.m. and refreshments were served.