



PORT ADELAIDE CYCLING CLUB

Committee Meeting
Monday 6 August, 2018

MINUTES

1. Welcome and Apologies

Present: Gemma Kernich, Alex Bates, Will Lyons, Paula Hollamby, David Miller, Peter Davis

Apologies: Jenny Macpherson, Jo Dettloff, Stacey Quinn, Phil Dixon

2. Minutes of Previous Meeting

Minutes of the meeting dated 2 July were carried as a true and correct record.

Moved: Alex Bates, Seconded, Will Lyons.

3. Action List

The Action List was reviewed and updated.

- Email addresses – have been set up and operational. Pete has created a website with a basic menu structure. Information can start to be populated by the committee.
- Date for Hector Fletcher / John Lockwood proving difficult due to other club races, sportifs and Super Series. Paula to contact CSA.
- Club Survey findings have been finalised and were available during the Strategic Planning Session – Gemma to finalise and publish.
- Added items: Paula to create a register of member accreditations, MOU between PACC / KCC re operation of Hanson Reserve.

4. Treasurer's Report

The Committee reviewed the Finance Reports that were circulated to members.

Alex advised that some adjustments are required due to incorrect charging of GST by CSA. New accounting system allows committee to see outstanding invoices. Reminders can be sent through the system. Current settings at 30 day payment – invoices are not overdue.

Report highlighted that reimbursement is required for a Sports Voucher Claim.

Any reimbursements for expenses from the committee can be done by sending a photo of the receipt. Paper copies are no longer required to be forwarded.

Discussion around the departments and how some expenses / income is categorised.

Committee agreed that only the Balance Sheet will be published with the Minutes.

5. Strategic Plan Outcomes

Strategic Planning session was held at Hanson Reserve on 28 July. 20 people attended with the Agenda being able to be kept on track and to time.

Mission statement was word-smithed by those in attendance. Discussion regarding inclusion of LGBTI+ community in the statement. It was agreed that as the club is operating within the realms of a sport, and all members are subject to the Cycling Australia Code of Conduct, specific inclusion was not required. Likewise, the Mission Statement does not refer to Juniors, Masters or Para athletes, but inclusion of all.

Outcomes of the session previously distributed were discussed. Further work required to form an action plan of outcomes.

Actions: Gemma and Paula to meet to progress work on the Strategic Plan. Paula to format the Mission statement in a publishable

Moved: Paula Hollamby, Seconded, Will Lyons. Carried

6. Sportifs

Dates for the second Sportif Season have been released by CSA. Committee agreed to subsidise members similar to Season 1.

Action: Paula to contact CSA and ask if the club can be invoiced at the end of the Season for entries.

7. Road and Track Skills Coaching Course

Cycling South Australia has announced a course to be held on 1 and 2 September. Committee agreed that the Club will continue to support members as they have in the past for members who give back to members at events. This is particularly timely with reopening of Hanson Reserve and the club's need for coaches to support training sessions.

Actions: Gemma to post on social media / Paula to include in newsletter.

8. Oceania Track Championships

The Club has been approached to assist with volunteers at the championships in October. Volunteers required for track assistance, and running the canteen. Committee agreed that the club should do this on their own. Paula to determine possibility of opening the bar on Friday and Saturday evenings and continue to progress opportunity.

Actions: Paula to liaise with Cycling Australia.

9. Any Other Business

9.1 Hanson Reserve Update – Gemma provided an update on Hanson Reserve. It is hopeful that it will be open by Christmas.

9.2 Committee agreed to providing Phil Dixon with a PACC email address. Pete to progress.

9.3 Alex proposed that the club consider purchase of equipment to assist members, such as bike bags that can be loaned to members when travelling.

- 9.4 Club to reinstate the scholarship fund for junior members U23 and younger to assist with travel when selected to a state or national team, or representing the club at CX event.
- 9.5 Bike SA has approached the club to host another Cyclo Cross event as part of the Fleurieu Fondo on 4 November. Gemma to progress negotiations with BSA.

10. Date of Next Meeting

Next meeting to be held on 3 September.

Meeting closed at 8:01 pm.

Balance Sheet

Port Adelaide Cycling Club As at 31 August 2018

31 Aug 2018 31 Aug 2017

Assets

Bank		
ANZ Trading Account	46,886	-
Total Bank	46,886	-
Current Assets		
Accounts Receivable	923	-
Cash Floats	100	-
Deposits in Transit - Sports Vouchers	(100)	-
Total Current Assets	923	-
Fixed Assets		
Plant & Equipment	2,000	-
Total Fixed Assets	2,000	-
Total Assets	49,809	-

Liabilities

Current Liabilities		
GST	(405)	-
Historical Adjustment	44,540	-
Total Current Liabilities	44,135	-
Total Liabilities	44,135	-
Net Assets	5,674	-

Equity

Current Year Earnings	5,674	-
Total Equity	5,674	-