



Beechworth Chain Gang Incorporated Committee of Management Minutes

7.00pm Thursday 23 March 2023

Location

Bridge Road Brewery

Present

Lynn Frerichs (President), Paul Fitzgerald, Rowena Gould, Jenny Griffiths (Secretary), Joe Arblaster, Luc Plowman, Steve Martin, Brendan Grigg and Ross Baker.

Apologies

Adrian Rodda, Tom Meredith, and Maria Kraus (Treasurer).

Acknowledgement of Country

We respect and honour Aboriginal and Torres Strait Islander Elders past, present and future. We acknowledge Aboriginal and Torres Strait Islander peoples' stories, traditions and living cultures on this land and commit to building a brighter future together.

We recognise that sovereignty was never ceded. Always was, always will be Aboriginal land.

Declaration of Conflict of Interest

Committee members to declare any conflicts of interest.

Agenda Item	Details
Minutes of the previous meetings	Motion <i>That the minutes from the 23.02.16 meeting be confirmed as a correct record.</i> Moved: Rowena Gould Seconded: Lynn Frerichs <i>All in favour</i> <i>NB. Minutes are now being uploaded onto the BCG website, and an invitation is extended to all members for every committee meeting.</i>
Circular Resolutions	None

Correspondence Report	<p>Outgoing:</p> <ul style="list-style-type: none"> • <p>Incoming:</p> <ul style="list-style-type: none"> • AusCycling BCG Certificate of Currency • Department of Justice and Community Safety - donations to the Club from volunteering at the Beechworth Kiosk
Toilets	<p>ISC met with Sport and Rec Vic (SRV) recently with the MTB park toilet top on the agenda. "The Beechworth Chain Gang project was first up on our itinerary, and the feedback was overwhelmingly positive!"</p> <p>"SRV was particularly impressed with the club's range of programming, i.e. Granite Guys, Granite Girls and Junior Ride program." Mark DeCampo, 15 Mar 2023.</p> <p>Steve Oke is working on the draft design; a cost estimate will be derived shortly after.</p> <p>Feedback from the Committee:</p> <ul style="list-style-type: none"> • Close the proposed carport to become an enclosed space. <p>Joe Arblaster to speak with Steel Corp for pricing.</p>
Treasurer's Report	<p>Cash flow report, Profit and loss report and Bank statement</p> <p>Motion</p> <p><i>That the finance report tabled at 23.03.23 Committee Meeting be confirmed as a correct record.</i></p> <p>Moved: Ross Baker</p> <p>Seconded: Luc Plowman</p> <p><i>All in favour</i></p>
New Members	<p>6 new members</p>

	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 10px;"> <input type="checkbox"/> Contact ▾ </div> <div style="margin-bottom: 5px;"> <input type="checkbox"/> SM Sheree McKenzie </div> <hr style="border: 0.5px solid #ccc;"/> <div style="margin-bottom: 5px;"> <input type="checkbox"/> AM Arthur McLeod </div> <hr style="border: 0.5px solid #ccc;"/> <div style="margin-bottom: 5px;"> <input type="checkbox"/> AS Alexander Sockett </div> <hr style="border: 0.5px solid #ccc;"/> <div style="margin-bottom: 5px;"> <input type="checkbox"/> BS Ben Sockett </div> <hr style="border: 0.5px solid #ccc;"/> <div style="margin-bottom: 5px;"> <input type="checkbox"/> GS Georgina Sockett </div> <hr style="border: 0.5px solid #ccc;"/> <div style="margin-bottom: 5px;"> <input type="checkbox"/> SS Simone Sockett </div> <p>Motion: <i>That the new members are accepted.</i> Moved: Jenny Griffiths Seconded: Brendan Grigg <i>All in favour</i></p>
Motions of which notice has been given	N/A
Matters arising from the minutes	See Action Items - Appendix 1
Child Safety	<p>The BCG website now has a dedicated Child Safety page with policies and the information poster on how to make a complaint.</p> <p>Child Safety – Beechworth Chain Gang</p> <p>Next steps:</p> <ul style="list-style-type: none"> ● All JRP leaders will sign the new Child Safety Code of Conduct - Jenny and Flo will coordinate. ● Revise the spreadsheet tracking all Child Safety information, including WWC checks, Code of Conduct signing etc. - Jenny to coordinate.
Risk	<p>JRP students do not have any access to a toilet during the session, creating a potential child safety risk.</p> <p>Steve to create a BCG Risk Register.</p>
General business	<p>Five-Year Plan (JG/LF)</p> <p>Jenny and Lynn led the discussion on incorporating ideas from the ClubMap session into the draft Five Year Plan.</p>

The Committee thanked Jenny for all of her work on this project and to Flo for her work on the mission, values etc.

Motion: To approve the Five Year Plan

Moved: Brendan Griggs

Seconded: Luc Plowman

All in favour

Committee roles (based on CLUBMAP recommendations) (LF)

The Committee reviewed the proposed club structure and agreed on a new club structure, to be reviewed and confirmed at the next meeting.

Epic Trail (LF/LP)

- BCG, Yackandandah Club met with ISC regarding maintenance and refurbishment of the Epic Trail. ISC will develop a draft MOU for the Epic Trail for consideration.

JRP (BG)

- New admin structure where each group has its own WhatsApp group is working well with instructors leading their organisation each week.
- Had good feedback from the group on skills features they would like to see. Progressive drops that can be used in reverse as step-ups and progressive skinnies were two big mentions. Some people were planning to get in touch with Luc directly.
- Action for Brendan to contact Indi (Fastline) regarding a skills session or two for the instructors.
- Development Instructor course coming up in You Yangs. Brendan will post details on the WhatsApp leaders group.

Trails (LP)

- 3 March working bee update. Not as well attended as Saturday working bees. We will switch to 1 April (Saturday) working bee back to mtb park to continue clearing drains and leaf blowing while the ground is hard. Ross will organise the BBQ with non-alcoholic drinks.
- Trails working group is going well; it's nice to have some help! Trails working group getting used to using trail forks to log work completed. It will be interesting to see how the epic trail holds up now it's open
- Aiming to start putting together a proposal document for Stanley trails approval to present to DECCA over the next couple of months now that the epic is done (hopefully) and skills park soon to be

done. The approach will be to request approval of several existing trails around Stanley and Beechworth on DECCA land rather than to build new trails.

Motion: To approve the purchase of two new leaf blowers for up to \$2,000.

Moved: Joe Arblaster

Seconded: Jenny Griffiths

All in favour

Grants update (LF)

- **Skills park** (variation of funding from the Stronger Communities Program Round 7 - Grant #SCVIIAIN000002). The revised Anticipated Project Completion Date: 30 March 2023 and the revised End of Project Report due date: 29 April 2023.
- **Get Active Indigo Grant:** LF applied for \$2000 for a Granite Girls 2.0 program
- **Change Our Game Community Activation Grant:** ID: GA-F4601440-3481. \$5000 submitted by Floret Meredith for Granite Girls 2.0.
 - Thanks Flo for spending the time on the grant!
- **Dysons:** LF submitted (via Survey Monkey; no ID or tracking options available) for \$1000 toward a blower for trial maintenance.
- Sporting Club Grants Program 2022-23 Rd 1 - Evaluation Report and Acquittal completed 30/01/2023.

Granite Guys (TM)

- Program going really well. Some low attendance for some coaching sessions, although not due to lack of interest. Social rides have been happening regularly and getting guys connected!

Bike Park Trail Sanctioning (LF)

- "The meeting with Parks (and ISC) went well, I think we understand the next steps and are progressing through them." Sally Rice, Indigo Shire Council (ISC). LF submitted counter numbers, the AusCycling trail audit, the future MTB Park development plan, the trail management plan and a request for a toilet at the park as per Sally's request (27 Feb).

Australian Sports Foundation (SM)

- Update from Steve:
 - Phase 1 - Project being [drafted](#) for submission to ASF - this will be known as being a BCG Supporter - it will provide the opportunity for members and non-members to make a one-off or regular monthly tax-deductible donations to BCG (March).

	<ul style="list-style-type: none"> ○ Phase 2 - Focus on the enablement/rollout of the BCG supporter via various communication channels (April, then ongoing). <p>20 Year Anniversary of Beechworth MTB Park (PF)</p> <ul style="list-style-type: none"> ● Deferred until October Club Day - possibly later, depending upon approval of the park. <p>Buy, Swap and Sell Day</p> <ul style="list-style-type: none"> ● Took place at the Friday evening working bee but wasn't really successful. The committee discussed holding this with a cycling event, and perhaps Quercus might be interested in helping with this. <p>Club Merchandise</p> <ul style="list-style-type: none"> ● Korinne has proposed putting a small merchandise shop on the website. Sally could do this at a one-off cost of \$1,100. Caps, t-shirts, hoodies, long sleeve MTB tees. Alternatively, could liaise with a company that coordinates single orders, such as Champion Systems. All agreed the preference is to use a system where individuals order their own merchandise. <p>Trailhead Master Plan</p> <ul style="list-style-type: none"> ● Can someone please help update the existing plan? The toilet is in the wrong spot in the above plan (it needs better access for cleaning and maintenance). <ul style="list-style-type: none"> ○ SM to action - Sally is making the required updates - will share shortly.
Business without notice	Nil
Next meeting	7.00pm on 20 April at Bridge Road Brewers.
Closure	There being no further business, the Chairperson thanked the members for attending and closed the meeting at 9.00pm

Appendix One - Action Items

Item	Details	Who	Update
Provide an update to DEWLP on plans for MTB park		LF	BCX Projects is working on a plan now. ISC will need to approve the plan as they will be taking over third-party management of the park. BCG to endorse the plan first. 1/9/22 AusCycling report has been endorsed by the committee and has been forwarded to ISC - awaiting their response.
Key Register	Planned procedure - Committee members must have a key and sign keys out to club members as needed.	LP	Locks have been changed Keys are to be provided to trails working group members
Use of prison COM land	Beechworth Prison - contact is Terry Jose	LF, IB & RL	Lyn and Richard met with Bill Love and worked through options. RL taking the lead on this project. 02/12/21 Refer to minutes 10/2/22 On hold until the audit is complete 28/04/22 LF will contact Terry Jose to give an update and maintain contact.
Dingle Block Trails	Work with DEWLP to sanction trails in the Stanley Dingle Block region	LP	02/21/21 Ian has the map for the region. Ian to understand the DEWP approval process by talking with Richard from Yack Tracks before the commencement of the official conversation with DEWLP.

Item	Details	Who	Update
			<p>10/02/22 Refer to Committee meeting minutes.</p> <p>Masterplan funding is pending an announcement on 09/22</p> <p>22/06/22 Masterplan funding was unsuccessful.</p> <p>LP is planning to have a discussion with Simon from DEWLP.</p> <p>1/9/22 DEWLP is willing to engage further on this issue once we have sorted issues around the MTB park, jumps track and Epic trail.</p>
New Child Safety Standards	Commission for Children and Young People have released new Child Safe Standards (were seven standards, now eleven standards)	CR & JG	<p>22/06/22 Refer to Committee meeting minutes.</p> <p>15/12/22 The revised Child Safety Policy and Child Safe Code of Conduct and the new Child Safety Responding and Reporting Obligations Policy and Procedure were adopted.</p> <p>23/03/23 The BCG website now has a child safety page with policies, procedures and a complaints poster.</p> <p>23/03/23 JG to coordinate all JRP leaders to sign the new Child Safe Code of Conduct and ensure the club has a current spreadsheet with all relevant details of JRP and Committee members.</p>
Trail Counter	BCG requires a new trail counter to position on various trails	LP	<p>10/02/22 Refer to Committee Meeting Minutes - purchase approved</p> <p>22/06/22</p>

Item	Details	Who	Update
			<p>Refer to Committee Meeting Minutes - purchased and in position 1/9/22</p> <p>Luc advised counter numbers:</p> <ul style="list-style-type: none"> - MTB park lowest 25/day in winter, 75-80/day in January - Therapy trail currently 6-10/day - Flowpoke currently 1-2/day <p>January 23 numbers:</p> <ul style="list-style-type: none"> - mtb park 75/day - Therapy 3/day - only just been cleared of trees and drainage repaired in mid-Jan - Flowpoke 3/day - also only just repaired from water damage & blackberries
Club Merch	RB looking into; will try and use drop shipping instead of carrying stock ourselves	RB	<p>23/03/23</p> <p>Korinne Arblaster working on this with Brendan Griggs. Refer to meeting minutes.</p>
Snake kits	Organise snake kit tins for MTB Park and Flame Trees	JA	
Trailhead Plan	Masterplan of the trailhead that includes skills, carpark, toilets etc.	LP	Trails working group
Club day	Heap of events offered for all club members, possibly Oct 2023	AR	
Toilet and Storage project	New building for the trailhead.	LF and JA	<p>23.03.23</p> <p>Joe Arblaster to chat with Steel Corp regarding the possible delivery</p>

Item	Details	Who	Update
			of the project.
Risk Register	The club needs to have a register to document all risks and how we manage these.	SM	
Annual events calendar	Create a calendar that includes working bees, local events and other club events.	SM	
Club structure	To develop a new club structure to ensure we can deliver the club's five-year plan	JA	23.03.23 The Committee reviewed the proposed club structure and agreed on a new club structure, to be reviewed and confirmed at the next meeting.