

Ganaraska Freewheelers

Annual General Meeting Minutes
Saturday, November 17, 2018

Opening remarks

President Willy Elzner opened the meeting extending thanks to members and volunteers for a great year with creative events, a tour to Ottawa, revised By-Laws and safety protocols.

Club Business

Treasurer's Report

Richard Pike reported that we have a current club balance of \$1,238.31 as compared with an opening balance of \$1,325.45 at the same time last year (less than \$100 difference). Membership revenues were \$1,958.00. Main expenses were insurance (\$1,816.56) and communications, including our website and a brochure (\$203.58). (See attached Treasurer's Report 2018).

Katherine moved to adopt the report. Harold seconded. Treasurer's report was accepted.

Motion to Adopt By-Laws

Richard opened the topic by asking for someone to introduce the motion to adopt new by-laws.

That we adopt a new set of bi-laws for the Ganaraska Freewheelers (Richard on behalf of Executive) and associated Incident Reporting process.

Richard provided background about the new by-laws, sharing that:

- Club members had asked questions about our insurance coverage
- Ruth and Richard followed up with insurance company to discuss questions and identify needed changes
- Richard reviewed practices and by-laws of seven other cycling clubs and drafted revised by-laws to:
 - Clarify officer roles
 - Clarify member categories
 - Create new Executive role (Webmaster) to divide the Secretary and Webmaster duties
 - Incorporate role of insurance and safety in VP position
 - Include provisions for incident reporting
- Richard then overviewed new incident reporting form and process

Questions from members included:

- Clarification of Ride Leader responsibility to collect waivers from non-members – new procedure will be that non-members need complete only one waiver per calendar year; to ensure waiver has been signed, Ride Leader to ask non-member if they have signed their waiver at the commencement of the ride.
- Clarification of the difference between accident and incident – incident is a broader term and includes near misses; form is not consistent in its usage of these terms.
- Clarification of what qualifies as an “event” for which our insurance would cover and discussion of whether mountain biking and hikes should be included.
- Discussion of the relevance and necessity of mentioning specific routes

In the discussion that followed, three changes were identified as necessary:

1. Removal of statement 1) under Risk Management Policies: Select a route that avoids prolonged stretches of busy and/or dangerous roads. In the Port Hope/Cobour region, these roads include Highway 401 and Country Roads 18, 28 and 45.
2. Clarifying that an “event” is one that is both included in our Calendar and promoted to members on our website.
3. Updating the Incident form to make sure Incident/Accident terminology is used consistently

Brian Hedney moved to accept new by-laws with identified changes. Peter Reitknecht seconded. Motion carried.

Executive Nominations

Voting took place for four Executive positions

- President (2-year term) Nomination: Barb Spencer
 - Nominated by: Brian Hedney
 - Seconded by: Michel Cabardos
 - Carried
- Vice President (1-year term) Nomination: Peter Reitknecht
 - Nominated by: Wayne McRoberts
 - Seconded by: Katherine Smith
 - Carried
- Secretary (2-year term): Brenda Smith
 - Nominated by: Ruth Loudon
 - Seconded by: Sue Pott
 - Carried
- Webmaster (2-year term): Ruth Loudon
 - Nominated by: Willy Elzner
 - Seconded by: Jen Poole
 - Carried

Ride Reports

Friday Rides Report (Brian & Pete)

Brian reported on the first half of the season, stating that almost all rides were hosted with one exception. Only two rides were cancelled due to weather, these early in April. He expressed his gratitude to members for their active involvement.

Pete reported on the second half of the season, noting as well that all rides were hosted, only one cancelled due to inclement weather. He noted the creativity of club members hosting some unique events – Barb & John’s Veggie Derby, Franco’s Halloween Moustaches, and table tennis at Pete and Ruth’s.

Peter will be handing the second half coordination to Katherine Smith in 2019. Thanks Katherine for agreeing to volunteer!

Tuesday Rides Report (Sue)

Sue reported on the first half of the season on behalf of Marshall who reported this year to be one of the best yet. Of 18 hosted rides, only one was cancelled due to weather. Rides were generally well attended with 10 to 15 riders. The Blossom ride and Brian’s ride co-hosted with the NHCC were among the best attended. Sue reported also on the second half, reporting as well that it was a wonderful season with all rides being hosted.

Sue will coordinate Tuesdays in the first half of the season in 2019; Pete will take over for the second half.

Ottawa 2018 Tour Report (Katherine) + Proposed 2019 tour

Katherine reported on behalf of Marshall, emphasizing that this year was a team event including herself, Sue, Richard and Ruth. Richard and Irene offered up their home to host meetings. Those in attendance at the Ottawa Tour (25) enjoyed great weather and rides. 15 out of 41 members attended (37 percent). The remaining 10 were either from the NHCC or friends of members. There were 6 in the short ride group and 19 in the long group and we followed a similar philosophy to last year – “we’re here for friendship and social reasons, not in a race.” The groups hung together for the entire ride.

A discussion regarding a tour for 2019 led to the agreement that we will investigate the St. Jacobs area next year and borrow maps from the Oshawa club. Hotel rates in the area will be \$120-30 per night. We will aim to work early with the NHCC to open to a wider membership. Randy, Sue and Ruth have volunteered to be on the planning team, but may be looking for additional support.

Welcome Committee Report (Barb)

Barb reported that we enjoyed a good year for members. She mentioned that we have now in place a process for welcoming prospective members and ensuring they are aware early and repeatedly of need for waiver. She also has a series of standard emails to streamline the communications. She will continue in this role, but would happily accept a partner if someone is willing to team up with her.

We welcomed three new members: Occo, Sharye and Sharon. We welcome back Randy and Anita in 2019. And we welcome three new members in 2019 Tara, Raff and Carson. Our numbers as of tonight’s meeting are 47, though we might see some attrition if not all members return.

To do for next year:

1. Add waiver on website to bottom of prospective member information form

New Year’s Eve Party

Brian Neale invited members to his home on New Year’s Eve sharing the following details:

- Meeting at 5pm will allow time for eating
- Ringing in the new year at midnight, London time (7pm, our time) thanks to Brian H. and his magical connection with Big Ben
- Socialising after

We will have a pot-luck feast and, as per tradition, consisting of 'finger food' only - hors d'oeuvre, whatever! Bring your own drinks, plates, glasses & large smiles etc! No formal, sit-down, knife and fork stuff.


This is not a scheduled GFW event - just a group of friends - no waiver required.

Meeting Adjourned

Treasurer's Report for 2018

Ganaraska Freewheelers
Treasurer's Report
AGM 2018

Date	Description	Debit	Credit	Balance
	Opening balance Nov 2017			1,325.45
	Yearly Fees to March 2018		1,608.00	2,933.45
	Bank maintenance fees to Feb	10.00		2,923.45
6-Mar	Insurance Premium	1,816.56		1,106.89
	additional Yr Fees		350.00	1,456.89
4-Apr	Web site & brochure expense	203.58		1,253.31
	Bank maintenance fees to Oct	20.00		1,233.31
	Petty cash on hand			5.00
	Cash balance as of November 15 2018			<u>1,238.31</u>


Richard K. Pike
Treasurer

November 17, 2018
Date