

# Brindabella Bushwalking Club

## DRAFT MINUTES OF ANNUAL GENERAL MEETING

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Held at St Margaret's Uniting Church, HACKETT ACT 2602  
on Sunday 28<sup>th</sup> August, 2022 at 3:00 pm

Meeting commenced at 3:05 pm with Bill Gibson, President, in the Chair and 30 members having signed the attendance sheet. Copies of the draft minutes of the 2021 AGM, the agenda for the 2022 AGM, and Committee reports were distributed at the meeting.

### Agenda Item:

#### 1. Apologies

Apologies were received from Margitta Acker, Jillian Bellamy, Lana Burmester, [Anne Campbell, Bob Chittenden, Anne-Marie & David Dickson, Alan Doolan, Colleen & Monty Fox, Kathy Handel, Robyn Kelly, Rene Lays, Judy Lejins, Rosanna Ricafort, Deidre Shaw, Suzanne Sherwood, Liz Williams.

#### 2. Acceptance of Minutes of 2021 AGM

- There were no amendments to the draft 2021 AGM Minutes.

*Motion:* "That the minutes of the AGM held via Zoom on Tuesday 31<sup>st</sup> August, 2021 be accepted." *Proposed:* David Wardle. *Seconded:* Peter Wellman. **Carried.**

#### 3. Business arising from the Minutes.

- There were no matters arising from the Minutes of the 2021 AGM.
- The President mentioned that two Club members had passed away during the year and they will be remembered by many:-  
Chris Acker  
Anne Hanley

#### 4. President's Report [see Appendix A]

The President reported that with the lessening of Covid restrictions a more normal program of walks was able to re-commence. During the more restricted period of the year the Committee worked on reviewing and revising a number of club documents and guidelines to improve their clarity for members, as well as their alignment with various Bushwalking NSW published guidelines and advice to affiliated clubs.

Members of the Committee participated in several ACT Government initiated outdoor studies aimed at consulting with the many user groups on ways to improve and enhance access and use of our national parks.

The President advised of the continuing co-operation of BBC with the National Parks Association (NPA) and Canberra Bushwalking Club (CBC) to advocate for improved

access to bushwalking areas such as Orroral Valley and for the general enhancement and protection of walking trails.

He highlighted recent improvements to the Club website undertaken by Peter Dalton with updated links to resources and useful information for members and also praised the high quality of the Club Newsletter now edited by Peter Ford as an important instrument for communication with members with its many informative and entertaining articles.

The President commended the other members of the Executive for their commitment and efforts during the year to ensure the continued smooth running of the Club.

*Motion:* "That the President's Report for 2021- 22 be accepted."  
*Proposed:* Peter Dalton. *Seconded:* Heather McLoughlin. **Carried.**

#### **5. Walks Officer's Report [see Appendix B]**

The Walks Officer praised the enthusiasm and commitment of the many leaders who contributed to the more normal walks program this year in spite of a significant number of walks having to be cancelled due to wet weather. He drew attention to the high number of participants and visitors joining Club walks, and to the large number of leaders willing to give their time to planning and leading walks – all factors contributing to the popularity and success of our Club.

The Walks Officer highlighted the many varied and interesting walks held every Wednesday, Saturday and Sunday at a range of levels of difficulty both within the ACT and further afield. He also indicated that the current lack of access to the Orroral Valley had restricted the options for some walks but was hopeful that this would improve with the replacement of the Rocky Crossing Bridge.

The statistical chart of the various levels of walks conducted showed that attendance at all walks was high with the half day Easy Wednesday walks proving to be increasingly popular. This had led to the number half day Wednesday walks appearing in the program being increased to every Wednesday, and also more shorter walks being programmed for the weekends. He thanked Robyn Kelly for organising the increased number of Easy Wednesday Walks.

There have been no children participating in walks this year but their participation is welcome and is to be encouraged going forward. The Club's many committed leaders continue to provide new and interesting options for walks and their contributions are greatly valued.

The Walks Officer made particular mention of the popular and very competently run Navigation Course conducted by our Training and Development Officer, Bob Chittenden which was well attended and has provided a great source of new leaders this year.

In addition to organising the Club's Walks Program the Walks Officer, ably assisted by the Vice President, conducted a review and update of the Guidelines for Leaders to ensure it continued to reflect the needs of leaders and walkers and complied with Bushwalking NSW requirements.

The Walks Officer was particularly appreciative of the hard work put in by the Walks sub-committee members for their liaison with leaders to provide such a varied program of walks. He also thanked the two Emergency Officers, Colin Boreham and Doug Finlayson for their willingness to continue in this role.

*Motion:* 'That the Walks Officer's Report for 2021-22 be accepted.'  
*Proposed:* Leigh Hermann. *Seconded:* Mary Lindsay. **Carried.**

#### **6. Treasurer's Report [see Appendix C]**

In the absence of the Treasurer the President asked attendees to examine the written Treasurer's Report and attached Financial Statements which indicated that the Club's financial status is very healthy.

Income was higher this year due to a larger number of new members joining and paying their subscriptions while expenses were somewhat lower due to the necessity of curtailing some social functions because of Covid restrictions, as was the holding of the 2021 AGM via Zoom with consequential lower administrative costs.

The two areas of greatest expenditure continue to be the Affiliation Fees that the Club pays to our umbrella organisation Bushwalking NSW and the Club's insurance premium.

The Committee recommended that there be no change to subscription fees for 2022-23 but transport costs are to be increased from 12 cents to 14 cents per kilometre per passenger due to the ever-increasing costs of petrol. The rate for transport costs will be kept under regular review by the Committee.

The Treasurer extended her thanks to Louise Dalton for her prompt and thorough review of the Club's financial statements.

*Motion:* "That the Treasurer's Report and Financial Statements for 2021-22 be accepted." *Proposed:* Prue Deacon. *Seconded:* Peter Wellman. **Carried.**

#### **7. Membership Secretary's Report [Appendix D]**

The Membership Secretary presented statistics showing the total number of members now stood at 442 representing 424 adult members and 18 children and indicating an overall increase in members from 409 in the previous year.

There were 89 new and returned members this year with 43 electing not to renew primarily because of moving away from the ACT or lack of fitness.

The Membership Secretary would like to encourage everyone to renew their membership subscription as soon as it is due on 1 October, 2022 and before December to avoid their details dropping off the Club database. She emphasised the added administrative burden involved where members fail to notify not only the Membership Secretary but the manager of the Wednesday Walks list if they do not intend to renew.

*Motion:* "That the Membership Secretary's Report for 2021-22 be accepted."  
*Proposed:* Mark Hopkins. *Seconded:* Deborah Gibson. **Carried.**

#### **8. Secretary's Report [see Appendix E]**

The Secretary outlined the main areas of Committee discussion in the three meetings held as normal during the year.

At the first meeting held on 14<sup>th</sup> October, 2021 the newly elected Committee discussed the impact of ongoing coronavirus restrictions on our ability to conduct indoor social events. Changes to website hosting and the exchange of roles between Peter Ford (new BBC Newsletter editor) and Peter Dalton (new Webmaster/IT manager). The need to have a Covid Safe Plan and the management of safe walking practices in the absence of actual mask mandating was also considered.

Our second meeting on 22<sup>nd</sup> February, 2022 focussed on improvements made to the information and resources available to members on the Club website. Also considered was the best ways to manage increased numbers on walks without restricting participant numbers.

Committee members were involved in reviewing and issuing new Guidelines for Leaders and a Checklist to ensure compliance with new Bushwalking NSW guidelines on Child Safety. Links were inserted within the Club's Leader's documentation to these BNSW guidelines.

The last meeting of the Committee, held on 28<sup>th</sup> June, 2022 was mainly concerned with arrangements for the AGM and decisions were taken on subscription fees and travel cost rates to be advised to members at the AGM. The Committee also received a report on the annual First Aid and Navigation courses both of which had been well attended and of great benefit in equipping new leaders with the necessary skills.

The Secretary also extended thanks to Vice President, Prue Deacon for her dedicated work in undertaking some very useful research and writing of considered papers for discussion by the Committee during the year on a number of important issues.

*Motion:* "That the Secretary's Report for 2021-22 be accepted."  
*Proposed:* Heather McLoughlin. *Seconded:* David Wardle. **Carried.**

## 9. Social Convenor's Report [see Appendix F]

The Social Convenor outlined those social activities that were able to be held during year in spite of some having to be cancelled in the early part of the year due to Covid restrictions.

Those events which went ahead, most of which were held outdoors included:- the annual Christmas Party in December held in Rene Lays' backyard, the New Years Day evening picnic at Bowen Park, and breakfast at Lake Ginninderra (the latter two being new events) and the Mt Ainslie Sunset Walk. All were well attended and enjoyed by many members.

There was also a very interesting and informative Heritage walk of Queanbeyan held in March and a wonderful octogenarian/nonagenarian celebration in Autumn in Weston Park which proved very popular.

And finally the Club was able to hold its first Potluck Dinner for two years in May which was a great evening with delicious food and a very interesting speaker, David Briese to tell us about he and his wife's walk from the outskirts of Sydney to the Victorian border and their advocacy for the establishment of an iconic walk – the Great South Coast Walk similar to other great walks in other parts of the world.

Elaine thanked all those in the Social sub-Committee for their work in organising Club functions and expressed her particular thanks to Monty Fox, who is stepping down from the sub-committee, for his contribution.

In these uncertain times both with regard to the changing Covid situation and the weather, Elaine considers that advertising some social activities (especially those proposed on public holidays) on an ad hoc basis might be a better way to go than trying to foreshadow them in the Program. Such activities can be arranged and promoted at short notice via email depending on weather, the current Covid situation and numbers allowed for the event. She called on members to send suggestions to her for future activities.

*Motion:* "That the Social Secretary's Report for 2021-22 be accepted."

*Proposed:* Leigh Hermann. *Seconded:* John Wells. **Carried.**

## 10. Training & Development Officer's Report [see Appendix G]

The Training & Development Officer's report advised that the Walks Leaders' First Aid Course while not mandatory is highly recommended for all leaders and is funded by the Club. It aims to meet the Club's specific bushwalking requirements and those of our leaders, with consideration given to the cost of the course, a course emphasising bushwalking oriented first aid, and attendance requirements that mean it should only take 1 full day to complete.

The nationally accredited course conducted by Canberra First Aid and attended by thirteen people comprised an online component to be completed first followed by a half day

practical session. The Training Officer thanked Leigh Hermann for her assistance in administration of the course during his absence.

The annual Navigation and Leadership Course aimed at providing new and prospective leaders with necessary navigational skills is also not mandatory but highly recommended for leaders. This year it was attended by thirteen participants and comprised a one-day introductory course on navigation training and the duties and responsibilities of a Walks Leader. This was followed up in a bush setting and conducted by three experienced leaders, Bob Chittenden, Bill Gibson and Terrylea Reynolds each leading a separate group. The next course is scheduled for later this year in October/November.

*Motion:* "That the Training & Development Officer's Report for 2021-22 be accepted."  
*Proposed:* Peter Wellman. *Seconded:* Prue Deacon. **Carried.**

### **11. Facebook Administrator's Report [Appendix H]**

The Facebook Administrator highlighted the ongoing success of the Facebook Page which this year reached 760 people and had over 800 likes.

The Facebook Page provides members and others interested in the Club with information and timely reminders on walks and social events, or changes to arrangements. The Administrator posts articles that she considers would be of interest to members, and the Facebook Page is also useful for answering queries about membership and other issues.

Messaging via Facebook is also well utilised by both members and visitors. Heather expressed her appreciation for the many contributions from Club members with their walks and trip reports accompanied by photos.

The Facebook page continues to be a very relevant and interesting means of advertising the Club and providing up to date information to members and she encouraged members to keep up the flow of photos and reports on walks and trips interstate or overseas even those undertaken that are independent of BBC as they would still be useful and informative for members.

*Motion:* "That the Facebook Administrator's Report for 2019-20 be accepted."  
*Proposed:* Peter Dalton. *Seconded:* Deborah Gibson. **Carried.**

### **12. Subscriptions**

The President reminded members of the agreement at the 2018 AGM that the Executive Committee be given authority to regularly review and vary Transport Costs in accordance with the approved set methodology.

The Committee considered these costs against the background of rising fuel costs over the last 6 months or so and the likelihood of continuing future increases and has increased the Transport fee from 12 cents to 14 cents per passenger per kilometre effective from 1 July 2022.

The new rate is reflected in the July-December Walks and Social Program and will be kept under ongoing review in the coming months with further changes implemented if necessary under the agreed methodology. This is based on rates being reviewed and set during the calendar year rather than the membership year so that the current rate can be advised as each new Walks Program is issued.

The base annual subscription rate for single members for 2022-23 remain at the 2021-22 level of \$20 [for an electronic Program] with an additional \$5 charge for a posted Program. The base subscription fee for families of \$35 [electronic Program] also remain unchanged with an additional \$5 charge for electing to have a hard copy of the Program posted out.

If necessary, increases or decreases in fees may be proposed at next year's AGM if warranted.

*Motion:* "That, as recommended by the Executive Committee, and noted in the Treasurer's report the rates for subscriptions for 2022-23 remain unchanged at \$35 (family) and \$20 (single) for members receiving their Program by email, and \$40 (family) \$25(single) for those receiving a printed copy."

*Proposed:* Mark Hopkins. *Seconded:* Mary Lindsay. **Carried.**

### **13. Other Business**

The President invited members to raise any other issues that they wished to have discussed.

John Wells queried whether mask wearing was mandatory and a rigid Club policy while car sharing in situations where all the passengers were well known to each other and were happy not to wear a mask.

David Wardle (Walks Officer) responded that in the current Covid situation it was Club policy for mask wearing while car sharing to be mandatory because there were a number of members with close family members who were immuno-compromised and the Club had a duty of care to protect all members.

### **14. Election of Officers**

All positions were declared vacant. Deborah Gibson was appointed as Returning Officer to conduct the election of Office Bearers and to seek expressions of interest for participation in the Walks and Social sub-Committees.

## Office Bearers

Nominations for the following positions were received:-

Position	Person	Nominated by	Seconded by
President	Bill Gibson	Peter Dalton	Prue Deacon
Vice-President	Prue Deacon	Peter Ford	Bob Chittenden
Walks Officer	David Wardle	Peter Dalton	Peter Ford
Treasurer	Lana Burmester	Peter Ford	David Wardle
Secretary/ Public Officer	Julie Pettit	Bill Gibson	Prue Deacon
Membership Secretary	Davinia Wells	Colleen Fox	Sandra Miles Wood
Training Officer	Bob Chittenden	Lana Burmester	David Wardle
Social Convenor	Elaine Atkinson	Robyn Kelly	Annette Smith
Committee members [3]			
<ul style="list-style-type: none"> <li>• Webmaster</li> </ul>	Peter Dalton	Julie Pettit	Bill Gibson
<ul style="list-style-type: none"> <li>• Facebook Administrator</li> </ul>	Heather McLoughlin	Robyn Kelly	Allan Mikkelsen
<ul style="list-style-type: none"> <li>• BBC Newsletter editor</li> </ul>	Peter Ford	Peter Dalton	Bill Gibson

Nominations were called from the floor for each of the above positions but none was received. All the above members were duly elected to the positions as indicated.

## Other Officers

Emergency Officers:- Colin Boreham and Doug Finlayson agreed to continue in this role.

Public Officer:- Julie Pettit agreed to continue in this role.

## Sub-Committees

Walks sub-Committee:- Expressions of interest were called from the meeting and the following members were appointed:

David Wardle [Walks Officer]	Convenor
Kathy Handel	Easy/Medium Wednesday Walks
Peter Wellman	Medium/Hard Wednesday Walks
Robyn Kelly	Easy Wednesday Walks
Jillian Bellamy	All weekend walks
Leigh Hermann	

Social sub-Committee:- Expressions of interest were called from the meeting and the following members were appointed:

Elaine Atkinson [Social Convenor]  
Colleen Fox  
Wendy Thompson  
Mark Hopkins  
Ian Tucker  
Julie Pettit  
Lorena Nesa  
Gayle Buttrose

#### **15. Closure of Meeting**

Bill Gibson formally took over the chair and thanked members for attending the meeting.

He thanked Deborah Gibson for acting as Returning Officer, and congratulated the elected members of the Committee and appointed members of the two sub-committees for agreeing to serve the Club in this capacity. This was supported by acclamation.

The position of auditor for the Club would be the responsibility of the incoming Committee executive to decide.

Meeting closed at 3:47pm.

Julie Pettit  
Secretary