



**Minutes**  
**DSMRA Annual General Meeting**  
**Saturday 11<sup>th</sup> October 2017**  
**Jacobs Retreat Resort, Murrayville, Victoria**

**Meeting commenced – 19:28**

**Meeting Closed – 21:40**

**1. Welcome:**

**2. Attendance:**

• Office Holders

<b>Name:</b>	<b>Branch:</b>	<b>Member #:</b>	<b>Position:</b>
Adrian Whittaker	ACT	5873	President
Tim Clarke	NSW	4012	Vice President
Ian Hookway	Griffith	1602	Committee Member
Mark Zorzi	ACT	6810	Committee Member

• Ordinary Members

<b>Member Name:</b>	<b>Branch:</b>	<b>Member #:</b>
Darren Gasson	Vic	
Mark Porreca	ACT	2716
Wayne Smith	Qld	3059
Geoffrey Oates	NSW	1868
Chris Turrell	SA	200
Mark Hoolboom	SA	
Christian Beyer	Vic	
Grant Palmer	SA	6851
Steven Kirk	Vic	
Craig Bartlett	Vic	8858
Wayne Gallpen	Vic	7973
Duncan Seebohm	SA	3083
Jamie Vivian	SA	
Brad Sprague	Vic	3569
Steve Donkers	ACT	331
Luke Flederis	Vic	8866
Doug Waterhouse	ACT	5170
Peter Daley	ACT	
Andrew Stacey	ACT	5951

Chris Springett	ACT	6786
Mark Knight	ACT	5821
Matt Redding	Vic	7960

### 3. Apologies:

- Peter Wenderoth (Treasurer),
- Shaun Lonergran (Secretary)
- David Bush (Committee member)
- Bob Madell (Ordinary member)

### 4. Vote of Thanks

The president thanked the current committee for their efforts over the past year and to Ian Hookway and his helpers for organising the venue, meals and for the top ride.

### 5. Previous AGM Minutes:

Minutes from the 2016 AGM were circulated to those present at the AGM.

**Motion:** Adrian Whittaker (President) moved a motion that the minutes for the last AGM be accepted as true and correct.

**Seconded:** Peter Daley

**Carried:** Motion carried by all present.

### 6. Presidents Report:

The President reported on the work of the committee during the year specifically mentioning the work done on the following:

- Club constitution
- Club insurance
- Membership officer
- Website issues, especially where it impacts on membership processes

### 7. Vice Presidents Report:

The Vice President reported on the review of the club's legal documentation, specifically the sign on and recognition of risks forms which are legal and fit-for-purpose.

The Vice President expressed concern regarding the ongoing issues with membership, stating that addressing these issues should be a priority for the new committee

**Motion:** Tim Clarke (Vice President) moved a motion that the lawyers be thanked for their advice.

**Seconded:** Doug Waterhouse

#### **ACTION:**

Letter thanking the lawyers for their advice to be drafted	Secretary and President
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## 8. Treasurers Report:

Treasurers report was presented in absentia by the President.

2016 – 2017 Profit and Loss Statement (Attachment A)

## 9. Branch Reports:

- Sydney – Geoff Oates
- ACT – Chris Spriglett
- Fraser Coast - Wayne Smith
- Portland - Brad Sprague
- South Australia - Chris Turrell
- Tony Kirby Memorial Ride – Steve Donkers

The TK Ride is held each year to commemorate DSMRA founder and member #1, Tony Kirby, who passed away from Motor Neurone Disease in 2010. A commemorative ride has been held since 2011, with this year's ride to Emmaville next weekend being the 7th event. It may be possible to combine the AGM and the TK Ride in the future, although if this is to happen, work needs to be done re marketing etc as the demographics are a little different at the moment.

## 10. Election – 2017/2018 Office Holders

- President (Adrian Whittaker) declared all official positions spilled
- Results of the election of the 2017-18 office holder is as follows:

Position	Candidate	Nominated By	Nomination Accepted	Votes for/Against	Result
<b>President</b>	Tim Clarke	Wayne Smith	Yes	Elected unopposed	Elected
<b>Vice President</b>	Steve Donkers	Steve Donkers	Yes	Elected unopposed	Elected
<b>Treasurer</b>	Peter Wenderoth	Peter Wenderoth	Yes	Elected unopposed	Elected
<b>Secretary</b>	Andrew Stacey	Adrian Whittaker	Yes	Elected unopposed	Elected
<b>Public Officer</b>	Tim Clarke	Tim Clarke	Yes	Elected unopposed	Elected
<b>Membership Officer</b>					
<b>Committee Member</b>	Ian Hookway	Ian Hookway	Yes	Elected unopposed	Elected

<b>Committee Member</b>	Mark Zorzi	Mark Zorzi	Yes	Elected unopposed	Elected
<b>Committee Member</b>	Wayne Smith	Wayne Smith	Yes	Elected unopposed	Elected

- Congratulations to all those elected.
- Tim Clarke and the new committee thanked the members of the outgoing executive and committee for their work over the past 12 months
- New committee takes charge of the meeting

### 11. Vote on the revised constitution

Steve Donkers provided an overview of why and how the clubs constitution was updated. Drafts were supplied via the DSMRA website for members to review prior to the meeting.

**Motion:** Steve Donkers (Vice President) moved a motion that the revised constitution be accepted by the DSMRA.

**Seconded:** Doug Waterhouse

**Carried:** Motion carried by all present.

**ACTION:**

Revised constitution to be published on the club website	Secretary
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### 12. Price of Memberships

In absentia, the treasurer (Peter Wenderoth) moved a motion that the price of membership be increased to \$65/year

Peter Daley argued, that if we need more funds to run the club then we should do this by increasing the membership, not by increasing the price of membership.

**Motion:** The treasurer (Peter Wenderoth) moved a motion that the price of membership be increased to \$65/year.

**Seconded:** None

**Carried:** Motion not carried.

### 13. Membership Officer

The meeting discussed the ongoing issues with respect to processing memberships, membership numbers and the need for a membership officer. Three members provided accounts of their experiences with other clubs and/or enquiries that they had made. These members offered to do some further research and report back to the committee.

**ACTION:**

Provide information regarding the conduct of memberships for the Footsal organisation	Peter Daley
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Provide information regarding the conduct of memberships used for the Karate association	Mark Porecca
Follow up with Firearms Training and Safety Council	Tim Clarke

The membership present agreed that if the club were to subcontract the membership processing to a 3<sup>rd</sup> party then a fee ~\$10 - \$13 per member would be acceptable. The meeting put forward a motion for the committee to outline the membership process and business requirements and get quotes from qualified consultants.

**Motion:** The committee to outline the membership process and business requirements and get quotes from qualified consultants.

**Carried:** Motion carried by all present.

**ACTION:**

The committee to outline the membership process and business requirements and get quotes from qualified consultants.	National Committee
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## 14. Website

The issues with the website were discussed. The current website is run by Canberra Web is a content management system and cannot deal complex work which would require coding, therefore it lacks the ability to undertake “business processes”.

The National Committee appointed a Web Management Sub-committee to investigate the problems and recommend solutions. The members who volunteered to be on this sub-committee are:

- Peter Daley
- Mark Hoolboom (Dutchy)
- Mark Zorzi

## 15. Schedule of Rates

Only half of the members present realised that they could claim a bursary to attend the AGM.

**ACTION:**

Finalise Schedule of Rates and publish published on DSMRA website	Secretary
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The meeting also discussed an annual reimbursement for Executive Officers to cover expenses such as telephones and printing etc. No actions were recorded.

## 16. General Business

**Lobbying:**

- To be run at the local level with a nominated Point-of-Contact for the National Committee
- Any agreements to be entered into could only happen under the auspices of the National Committee

**Social Media:**

- Done only to represent the club in the best light – high reputational risk potential
- Committee **agreed** to consider a statement on the Recognition of Risk form re. consent for any images taken of a rider on a ride could be used on social media.

**ACTION:**

Method for riders to give their consent for their images to be used on social media	National Committee
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**Meeting Closed at 21:40**

Final - Draft

**ATTACHMENT A**

**Dual Sport Motorcycle Rider's Ass Inc**

30 Byrne Street  
Wanniassa ACT 2903

**Profit & Loss [Last Year Analysis]**

**July 2016 through June 2017**

6/10/2017  
2:59:36 PM

	This Year	Last Year	\$ Difference	% Difference
Income				
Membership Fees	\$57,369.07	\$11,986.86	\$45,382.21	378.6%
Total Income	<u>\$57,369.07</u>	<u>\$11,986.86</u>	<u>\$45,382.21</u>	<u>378.6%</u>
Cost of Sales				
PayPal Fees Deducted	\$616.07	\$236.82	\$379.25	160.1%
Total Cost of Sales	<u>\$616.07</u>	<u>\$236.82</u>	<u>\$379.25</u>	<u>160.1%</u>
Gross Profit	<u>\$56,753.00</u>	<u>\$11,750.04</u>	<u>\$45,002.96</u>	<u>383.0%</u>
Expenses				
BAS Roundings	-\$0.71	\$1.50	-\$2.21	(147.3%)
Advertising	\$2,276.65	\$2,250.00	\$26.65	1.2%
Merchant Fees	\$990.00	\$970.50	\$19.50	2.0%
Bookkeeping Fees	\$2,701.04	\$2,898.75	-\$197.71	(6.8%)
Computer & Software Expenses	\$12,295.27	\$8,227.27	\$4,068.00	49.4%
Internet Charges	\$0.00	\$1,270.35	-\$1,270.35	(100.0%)
Events	\$130.93	\$0.00	\$130.93	NA
Government Fee & Licences	\$837.00	\$110.00	\$727.00	660.9%
Insurance	\$6,703.80	\$6,527.93	\$175.87	2.7%
Legal Matters	\$4,545.45	\$0.00	\$4,545.45	NA
Membership Maintenance	\$8,160.00	\$8,519.95	-\$359.95	(4.2%)
Office Supplies	\$820.54	\$1,146.11	-\$325.57	(28.4%)
Postage	\$376.00	\$797.46	-\$421.46	(52.9%)
Printing	\$551.76	\$0.00	\$551.76	NA
Promotions	\$720.00	\$0.00	\$720.00	NA
Safety Equipment	\$999.11	\$399.55	\$599.56	150.1%
Employment Expenses				
Staff Amenities	\$208.71	\$0.00	\$208.71	NA
Telephone	\$155.43	\$122.73	\$32.70	26.6%
Total Expenses	<u>\$42,470.98</u>	<u>\$33,242.10</u>	<u>\$9,228.88</u>	<u>27.8%</u>
Operating Profit	<u>\$14,282.02</u>	<u>-\$21,492.06</u>	<u>\$35,774.08</u>	<u>166.5%</u>
Other Income				
Interest Income	\$471.86	\$871.28	-\$399.42	(45.8%)
Total Other Income	<u>\$471.86</u>	<u>\$871.28</u>	<u>-\$399.42</u>	<u>(45.8%)</u>
Other Expenses				
AGM Expenses 2015	\$0.00	\$5,178.77	-\$5,178.77	(100.0%)
AGM Expenses 2016	\$1,460.28	\$0.00	\$1,460.28	NA
Total Other Expenses	<u>\$1,460.28</u>	<u>\$5,178.77</u>	<u>-\$3,718.49</u>	<u>(71.8%)</u>
Net Profit / (Loss)	<u>\$13,293.60</u>	<u>-\$25,799.55</u>	<u>\$39,093.15</u>	<u>151.5%</u>

