



Minutes of the National Committee (Natcom) Meeting  
The Ulysses Club of New Zealand Inc  
**Saturday 8 June 2019 - 0900**  
Rydges Conference Rooms, Wellington Airport

**Start:** 8:55 am

**Attendance:** Tim Stewart (President), Wayne Painter (Vice President), Stuart Burns (Treasurer), Jane Laing, Andy Wilson, John Kennerley, Pete Graham (Secretary)

**Apologies:**

**Minutes of last meeting:** Circulated - matters arising

*That the minutes of our last meeting Nov are a true & accurate account – Moved Tim, seconded Jane - carried*

**Matters arising** nil

**Inwards Correspondence:**

- 23.3.2019 Notice from National President of scam email circulating masquerading as from him - be wary and check the 'From:' email address
- 24.3.2019 Receipt of Raffle coordinator's report
- 30.3.2019 Query from Londoner about joining Ulysses - saw NZ club on TV in the UK, referred to UK Ulysses
- 30.03.19 Invoice Tony Partridge, three odyssey medals
- 31.3.2019 Contact with Bike Raffle winner and shared ticket
- 31.3.2019 Request for Facebook invitation from member
- 1.4.2019 Shared info about Remembrance Book from Peggy O'Neal
- 10.4.2019 Rotorua Branch meeting noted special thanks to National Treasurer Stuart Burns for his stewardship of finances over recent years - dissention in the ranks has gone.
- 12.4.2019 Receipt of Westland Branch AGM documents
- 13.4.2019 Receipt North Harbour Branch AGM documents
- 18.4.2019 Letter from Southland Branch to change ride details in Ulyssian
- 20.4.2019 Registration form for 2020 National Rally - Marlborough shared
- 26.4.2019 Letter from Miramar Links caterer - business sold, new ownership
- 28.4.2019 Notice of Canterbury Branch special meeting
- 28.4.2019 Receipt of Nelson Branch AGM documents
- 30.4.2019 Response that Miramar Golf Club unavailable for next Natcom meeting
- 5.5.2019 Receipt of Taranaki Branch AGN documents
- 1.5.2019 Quote for Natcom meeting at Wellington airport Rydges
- 6.5.2019 Receipt of Wanganui Branch AGM documents
- 7.5.2019 Admin report for June Ulyssian received
- 8.5.2019 Feedback from Westland Branch re vests and first aid kits
- 9.5.2019 Receipt of Whakatane Branch AGM documents
- 11.5.2019 Hi res images of National Rally from Mal Bain
- 12.5.2019 Notice of new discount - Urban Biker
- 12.5.2019 Notice of Coordinators meeting arrangements - Sept 27th

- 12.5.2019 Notice of member's grave illness
- 13.5.2019 Query about new member not yet in receipt of badge etc
- 12.5.2019 Report for Ulyssian and branch personnel changes
- 14.5.2019 Query from member not getting electronic Ulyssian - referred to Debby
- 15.5.2019 Receipt of Wellington Branch AGM documents
- 15.5.2019 Invitation to make suggestions for the North Island Remembrance Service
- 16.5.2019 Notice of new Manawatu branch secretary
- 19.5.2019 Notice from Vice Pres to branches who have not supplied logos
- 23.5.2019 Note from WA that a Ulysses shirt was found near Perth and person wanted to know if there was a local branch to return it to....
- 26.5.2019 Receipt of North Otago Branch AGM documents
- 27.5.2019 Update from Leonie Steadman re AON sponsorship status
- 28.5.2019 Notice of the passing of a member
- 31.5.2019 Letter to President from Southland Branch - long discussion about club communications and other issues

### **Outwards Correspondence:**

- NB Most outgoing is included in conversations
- 24.4.2019 New National Committee member details and photos sent to Ulyssian & Webmaster.
- 30.4.2019 Formal response to Chris Carey letter

### **Email Conversations:**

- 24.3.2019 Notice of a branch member's objection to email sent in the past
- 2.4.2019 Discussion about membership cards and sponsorship confusion
- 7.4.2019 Raffle winner choice of bike - KTM naturally...
- 4.4.2019 Sorting our Natcom email changes
- 8.4.2019 Discussion of suitable dates for 2019 Natcom meetings
- 9.4.2019 Sept Coordinators meeting - Rider Safety Fund
- 9.4.2019 SI Remembrance Service - same weekend as Coordinators meeting
- 11.4.2019 Discussion of membership card sponsorship - AON vs STAR Insurance
- 24.4.2019 Report on Bike Raffle from Wayne Painter
- 26.4.2019 Discussion about mystery apology at AGM - no known member...
- 26.4.2019 Clarification of AGM apology from Taranaki member (name misspelt)
- 27.4.2019 Contact with North Otago Secretary - sorting out Gmail account
- 29.4.2019 Discussion around Australian member transferring to Ulysses NZ
- 29.4.2019 National AGM, Coordinators and Natcom draft minutes shared for comment
- 2.5.2019 'Massive thank you' email from Bike Raffle winner
- 14.5.2019 Continued discussion of Waihi-Thames Valley branch secretary Gmail access issues - solved!
- 15.5.2019 Discussion about Tauranga Branch Gmail
- Discussion about invoice for assembly cost of raffle prize bike

*Inwards correspondence accepted & outwards approved - Moved Pete, seconded Wayne - carried*

### **Treasurer's Report:** - Stuart - [Financial Report](#) [Treasurer's Report](#)

Meeting costs will be about the same as last year - though venue costs might be increased, having online meetings evens out overall costs. Magazine - indication of our expected cost per issue - about \$3.5K. Rider Safety Reserve - from Bike Raffle c. \$3.5K also.

An extra ad was run in Bike Rider Magazine - has been sorted with editor. Finances are pretty stable and is as expected. AGM travel was a little less this year as Natcom mostly North Island based - this naturally varies depending to where Natcom members are from. Some more expenses to come for pull-up logo banners. Have some subs paid up to 2023 - some of these are because people have paid ahead of when subs are actually due. The Coordinator's meeting this year will have a large impact on our bottom line - it costs about \$10K. Stuart is happy that the magazine costs now seem to be under control with the wide adoption of digital copies reducing printing costs. Also about \$3.0k coming in from advertising in *Ulyssian*, and keeping the size to around 40 pages helps minimise costs.

*That the Treasurer's Report be accepted- moved Stuart, seconded Tim - Carried*

### **Quartermaster's Report** - Jane - [link](#)

New item - double wine cooler @ \$12. Really appreciated Jim & Colleen helping with gear transport to National Rally, and Dale for assistance with sales - about \$900 of gear sold in Hastings.

Trying to source 'bandolier' style hi-vis garment - preferable for warmer North Is summer riding. Andy: check European sites - Dri-Rider, Revit etc. Jane: we need to source them at wholesale; Andy - find items on Euro sites and then approach importers who will get them in if a reasonable volume is ordered.

Jane - enquiry from Jim Furneaux about reintroducing hard-cover gear catalogue book. Stuart suggested that we could use info from website and amend as required; ensure each page is dated as items can go out of date regularly. Most agree that seeing items in the flesh encourages sales, branches who have some stock in hand find that works.

### **National Bike Raffle** - Future Viability - Wayne - [Report](#)

There was a time during the last raffle that it seemed we would struggle to sell all the tickets; promotion on Facebook solved that problem. If we reduce the number of tickets that will limit the bikes we can offer, ticket sale issues is a factor related to falling membership numbers. It is also affected by the date of the AGM; when the date allows tickets to be sold before Christmas it works best. Andy - have Raffle ticket sales followed the trend of AGM registrations - where there is a rush at the end? Wayne - yes, there is a similar pattern. Status quo to continue for lead up to 2020 AGM.

*That Wayne Painter organise a Bike raffle for 2020 to be drawn at the Marlborough AGM and apply for a Class 3 Gambling licence as required - Moved Wayne, seconded Jane*

### **General Business:**

#### **PDiscuss quote for I.D. card printer** [CD800](#)

AON looking to continue sponsorship - John Baker Insurance have been putting pressure on to keep sponsorship of membership cards. A way out of this impasse is to get our own card printer, and AON will cover card costs (not for the machine). Have a quote for machine plus consumables \$2897 inc. through Harvey Norman. Stuart - will AON cover costs of setting up the layout for the cards as well? Tim - assume that will be included with machine software.

Stuart - we should also ensure there is a term specified in the sponsorship arrangement. Re reducing custom among members, I have noted that AON don't do a good job of publicising their cover options. **Tim** - will ask for full list of services AON provide to be published on the website. Andy - some details AON offer, like 'new bike' replacement for 2 years rather than one as most

others do. Though AON can be a bit more expensive their coverage is better. All agree that their service is really good from AON.

Stuart - All we need to do is tell John Baker that we have brought our own printer and no longer need his sponsorship, with thanks. JB can continue to advertise in Ulyssian if he wants to.

*That we pursue purchase of the card printer - Moved Tim, Seconded Andy - Carried*

### **AON insurance cyber cover**

Tim - since we have an increasing online presence, Leonie (AON) suggested we may need cover to protect us from hacking etc. Stuart - database is cloud based, provider handles security, MYOB also similar, Google based emails/docs etc. are as secure as admin passwords. Check what Leonie is offering before committing to cover; suspect it may not be needed given our particular circumstances.

### **Club funding IAM training for Andy Wilson**

Andy - Rider Safety / Mentor - advice is for current mentors to go through IAM training, as I am a mentor, I feel it would be prudent for me to do that training as well. Can Rider Safety fund cover those costs? Tim - as Andy will contribute back to wider club, I believe this is a legitimate use of the Rider Safety Fund (RSF). IAM costs total \$110 - \$60 sub and \$50 test cost.

*Move that RSF cover Andy's IAM costs as required - Tim, seconded Wayne*

### **New National Committee Roles -**

Tim - President - Webmaster and Ulyssian editor first point of contact, Coordinators meeting organisation and Facebook page admin

Andy - Rider Safety and Training issues.

John - International liaison, Discounts and any Special Projects that arise. Work towards taking over the organisation of the spring Coordinators meeting

Stuart - Treasurer and liaising with National Admin and Ulyssian financials. Prepared to do one more term after this one if re-elected (intending to stand down at 2021 AGM in Cambridge).

Pete - General Secretarial issues, meeting bookings, Branch AGM documentation, Natcom nominations, Odyssey medal nominations, minutes, agendas. Intending to stand down at the end of this term (2020 Marlborough AGM).

Jane - National Quartermaster

Wayne - National Vice-President - Raffle organiser and coordinator of Branch Logos

### **Branch Logos**

Wayne - Auckland branch have developed a new logo; a few branches have been provided with a basic logo, and several are currently having new ones designed. These will all be on the new banners to be printed in July, one each will be sent to Remembrance Service hosts and two banners to Debby (to be used at National Rally). Natcom will pay for 2 and Wayne is donating 2 banners to the club.

### **Agenda and Guest speaker for September Coordinators meeting**

Tim - call for ideas and format suggestions. Natcom meet at 1pm on Friday 27 Sept.

Coordinators meeting starts at 0900 Sat morning. There are new Natcom and new Coordinators so we need to have an introductory opportunity. Stuart - chance to announce what issues are

prominent in their branches, what goes well, what's a problem etc. - each participant comments under these headings: the Good, the Bad, and the Disgraceful.

Jane - need to clarify what can be covered by Rider Safety Fund, Coordinator's often ask that question. Also could have hard copy gear catalogue available at the meeting.

Stuart - need to clarify what gear is available and how to order.

Wayne - must ensure that new coordinators know protocols around members passing, as we are a National Club and members all over NZ may want to know about funerals etc.

Pete to do presentation about Gmail, communications etc.

Presenters - Andy - Two Bald Bikers - all about road signs etc.

Jane - Promotion, attract new members - Tim - Matthew Farrell (see below) has some ideas around this.

### **Viability of reinstating yearly Coordinators meetings**

Tim - fielded some questions around this at Hastings AGM - often new coordinators come in after the National AGM date so Sept Coordinators meeting is their first opportunity to get orientation and info etc. If only biennial there is a long wait before gathering at following National AGM.

**Stuart** - reinstate hard copy Coordinators Pack in some form, so all new Coordinators start on the same page.

Need to encourage potential new coordinators to come to a Coordinators meeting as part of succession planning.

When the decision was made to hold Coordinators meeting every two years, both it and Ulyssian publishing were a large drain on finances. Stuart - if annual meeting re-established, we would be looking at increased subs to break even. Annual meeting not viable at the moment; but we could cover registration fee for second branch members coming to National Rally Natcom & Coordinators meeting.

**Pete** to action reinstate 'Phone Around List' - ask if there is anything they want brought up at the next Natcom meeting. **Tim** to contact Taranaki. Andy - Whakatane. Do this about a month out from the next meeting

**Raising membership numbers and awareness by use of press outlets** - Matthew Farrell, Tauranga branch. Use of media access to promote club. Andy - consider facilitation a workshop rather than a 'speech'. **Tim**- ask Matthew what he can do / suggestions.

Andy - it's active members that we need to encourage; most branches have more members on the books than they see at events - it is active members that make new ones join.

Tim - Peter Baulch (AUS) - one thing that worked were sausage sizzles at bike shops.

### **Contract review for National Administrator and future succession**

Tim - called in on Debby for first time last week to see her office and setup.

Stuart - We are reviewing the National Administrator contract, conditions and succession process as has been mentioned previously; now is the time to seek expressions of interest in the national admin position. Role involves roughly 20hrs/week on average. Applicants need to provide their own office space, and have some definitive admin skills, ability to deal with member inquiries and knowledge of specific IT applications (MYOB, Xero etc.).

Tim - Debby has said she would be happy to work with someone else to assist transition.

Stuart - advertise via Mailchimp first, see what interest there may be among membership. Stuart happy to write content and set it up.

## **Annualising subscriptions - Stuart**

We need to have a remit for the next AGM to enact this. Remits close in November so it can go out in the Dec *Ulyssian*. We could also have a remit to change the wording of the rule specifying the number of meetings Natcom need to have in a year - currently we are prescribed 6; this could be made more flexible as needs and technology changes.

## **National Rally - future dates, sequence.**

- 2020 *Marlborough - 13 - 15 March* - venue Waterlea Racecourse - Have sorted initial issues with online registration link. No problems otherwise.
- 2021 *Waikato* - progressing. No updates received. Transport logistics for venue present extra problems; we are looking forward to more detail around this. President to follow this up with the branch. Also need to remember there will be no subsidised breakfast for this AGM.
- 2022 *Canterbury* - No information received to date. Jane - new committee there would benefit from our support.
- 2023 *North Harbour* - NH have confirmed the organising of the 2023 AGM under the leadership of Wayne Painter, the North Harbour committee liaison person is Steve Crow. Need to find a larger venue, working on this now. Expect larger attendance because of proximity to largest branches.

**Website –** Tim - have re-established lines of communication with Webmaster; point of contact is the President.

**Facebook -** Conversation progressing about logo/patch potential issues; Tim monitoring progress of this. To date, Tim has had to do only 2 acts of censorship.

**International -** John - have just got list of contacts from Tim, will soon distribute copies of magazine. Stuart - noted article in South African general motorcycle magazine about their Ulysses National Rally.

## **Reimbursement of Rider training - Andy**

What is process? - Stuart advised that coordinators need to work through Debby, once confirmation received of completed training. Include names and numbers. We should have some more people looking at courses with the new ACC initiative. Andy - official notice of change to course requirements has not filtered down to instructors yet (re acceptance of 2 Gold courses). Will need to add this info to our next Mailchimp campaign.

## **Around the table**

**John**

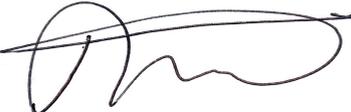
**Stuart**

**Pete**

**Jane** - thanks for a good meeting

**Next Meeting - 3 August**

Meeting closed at 2.10

Signed	Date
President 	20 June 2019
Secretary 	20 June 2019