



ANNUAL GENERAL MEETING MINUTES

Date: 15 December 2025
Location: Kincumber NSW 2251
Chairperson: Gary Hackett
Secretary: Adele Pearson
Attendees: Gary Hackett, Karen Hackett, Alan Corven, Will O'Neil, Adele Pearson

1. Welcome and Opening

The Chairperson, Gary Hackett, opened the meeting at 8.12 am and welcomed attendees.

2. Attendance & Apologies

Attendance:

- Attendance was recorded as the persons listed above.
- A quorum was confirmed as present.

Apologies:

- No apologies were noted.

3. Conflict of Interest (perceived)

The Committee noted and discussed Director Alan Corven's disclosed interest in the Central Coast Bicycle User Group (CCBUG). The Board determined that this represented a perceived conflict of interest.

Following a closed session, the Board resolved that the conflict is managed appropriately as the partner organisation provides significant value to Riding Together Limited through the provision of pilots and rides.

4. Chairperson's Report

The Chairperson, Gary Hackett, presented the following performance highlights:

- Successfully achieved registered charity status and Deductible Gift Recipient (DGR) endorsement.
- Received \$41,417 in donations.
- Advanced back-office systems, including a Total Quality Management System (TQMS) aligned with ISO and ACNC standards.
- Advanced back-office administration and governance systems.
- Officially launched at Spring Cycle 2025.



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- Delivered a high-profile Sydney CBD cycling tour in partnership with Vision Australia.
- Launched the Riding Together website.
- Engaged delivery partners and champions of inclusive cycling.

5. Treasurer's Report

- **Financials:** The Treasurer presented the short-form financial report for FY24/25.
- **Related Party Transactions:** No related-party transactions were reported.
- **Motion:** The Treasurer's report and financial report were accepted.

6. Governance Review

Total Quality Management System (TQMS):

- Development of the TQMS is ongoing to ensure operational excellence and alignment with international ISO quality and OH&S standards.
- The TQMS is scheduled for completion by March 2026.

ACNC Standards:

- A review of compliance with ACNC Governance Standards is underway with completion expected in February 2026.

7. Safety & Risk Report

Incidents:

- No reportable incidents or notifiable injuries were recorded during the year.

Insurance:

- Insurance coverage is current and valid until 31 March 2026.

8. Plans for the Year Ahead

The Committee discussed strategic priorities for the upcoming year:

Training Resources:

- Training materials will be created in a digital format to streamline volunteer training and induction.

Ride Program:

- The ride program will focus on consistency of rides, training and promotional events.

Expansion Model:



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- The Committee discussed sustainable growth strategies designed to support affiliates operating under the Riding Together brand.

Promotional Activities:

- The Committee agreed to increase brand awareness through participating in major cycling events and increasing ride frequency in new locations.

9. General Business

- The first ACNC Annual Information Statement (AIS) will be lodged by 31 December 2026.
- The Committee confirmed the organisation continues to operate in accordance with its charitable purpose.
- No further questions or business were raised by members.

10. Meeting Close

The Chairperson thanked the members and declared the meeting closed at 9.06 am.