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| **Date:** 13 October 2018  Commenced at pm | | **Present:** President: Andrew Blunden, Secretary: Neal Hardy  (Publicity Officer), Equipment Officer: Joseph Neville,  John Dowden (Coaching Coordinator); Recorder: Rachel Morgan; Greg Cox (Target Range Officer) | | | | |
| **Apologies:** Jason, Mel, Astin, | | | | |
| **Previous Meeting Minutes and Actions:** | | | | | | |
| **Item** | | | **Discussion** | | **Action** | |
| Approval of minutes | | | Motion to approve minutes as tabled: Neal  Seconded: Rachel | |  | |
| Working Bee | | | Next Working bee 25 Aug:  Repair/renew target butts  Line markings  Tape target faces  Cleaning up for competition  Hire Dingo; order gravel  11.00 am start on Saturday 25 August | | Stuart to arrange these  NH to bring mattock, shovel | |
| Judges | | | Judges’ Course: Open book exams issued  8 signed up | |  | |
| Committee email accounts | | |  | | John to try to have fixed – size limit removed  Meantime send text to John if sending emails with attachments. | |
| Membership | | | Rachel now has full access | |  | |
| MPP | | | Mel attended 2 April  CAC Needs to develop own MPP (If not, provide, endorse and link to AA Policy)  CAC to ask for MPO (with training) from members  Promote on web in club house and to all members  Send off members of committee to complaint handling  All Committee to Complete on Play by Rules Website within 2 months  ID Complaint handler – Stuart Atkins and  Mel/NH approved  NB minors are not given tags – parent should supervise  NOTHING DONE | | NH to draft email to members re MPO  CAC to do some research about how minors are allowed to access club, with supervision. (And seek AA opinion?)  And investigate waiver  Stuart will put his details on Website  MH to check email from Mel  For next Committee meeting | |
| Constitution | | | Discussion on proposed changes  Mel to update and resend  CAC need to develop Roles and responsibilities guidelines document | | Advise all that SGM on 25th at 1.00 pm Agreed SA/AB  After Working Bee  NH: Contact Mel | |
| Redevelopment | | |  | | SA will talk with SRS on Tuesday 14, with Rachel.  Will raise if DA is needed for shade cloth, and will talk re clubhouse.  Not straightforward, as current club house was built by ACT Government without DA being required.  NH to arrange moving containers after Working Bee has levelled everything | |
| Target championships | | | Already lots of entries | | NH message to all re Target Championships entry via Archer’s Diary  Notice to judges | |
| Information storage | | |  | | Mel will update information and send out instructions | |
| **Officer Reports:** | | | | | | |
| **Item** | **Speaker** | | | **Discussion** | | **Action** |
| President | Andrew | | | Nothing much  Last handicap award to Adrian Excell  Last President’s shoot down on numbers: 16 people | | S |
| Vice President | Mel | | | N/A | |  |
| Secretary | NH | | | No report | |  |
| Treasurer | Stuart | | | Emails not received  Total available: $147,320.18, minus a small payment for drinks  NB Need new target centres without wraps – SA to look at stock and work out order  Books almost ready for audit | |  |
| Recorder | Rachel | | | Nothing additional | |  |
| Publicity officer | Max | | |  | |  |
| Field Officer | Astin | | |  | |  |
| Target Range Officer | Greg | | | Nothing to report | |  |
| Equipment Officer | Joseph | | | Arrows fixed  Need finger tabs and arm guards – beginners often leave with them  Will rearrange container when all containers in place | |  |
| Coaching | John | | | Weekends are going well  Bluegum school is now booked twice a week for the term  Two other schools may confirm dates  Changing procedures to try to ensure always someone supervising the shooting line – so splitting handing out equipment with supervising the line (to avoid beginners dry firing) | |  |
| General | Jason | | |  | |  |
| Approval of reports: | | | | Motion to accept reports Andrew  Seconded: Greg  Reports approved | |  |
| **General Business:** | | | | | | |
| **Item** | **Speaker** | | | **Discussion** | | **Action** |
| Club redevelop’t |  | | | See discussion above | |  |
| Job descriptions |  | | | Need to list all small jobs and allocate  Develop a document for drinks, bins etc  Part of induction for new Committee | | NH to keep improving list, with input from other Committee members  **Everyone to send to NH Still** |
| State Champ’s |  | | |  | | Re-assess after working bee |
| Grants policy |  | | | New policy approved (drafted SA) | | To go to Website  SA to see if we can put something from Jason Hurnall’s report on Website |
| General Meetings |  | | | Decided:  Special general meeting to discuss Constitution changes deferred to 25 August at 1.00 pm (after Working Bee). If quorum not reached, to be deferred to 1 September.  Annual General Meeting in October; date to be set after Auditor’s report completed.  Current VP, Treasurer and Secretary will not stand for re-election | | NH to send out email to all members  Members need to be advised key positions will need people to fill them. |
| AA |  | | | Qbn Archery no longer part of AA | |  |
| AACT |  | | | Will give ACT Clubs $2000 to buy new clocks (50% subsidy)  For big event, ACT Clubs will share their clocks  Agreed that we purchase | |  |
| Senior development day |  | | | Sept 18 Probably Weston Ck  Coaches available  About every three months | |  |
|  |  | | |  | |  |
| **General Business arising from AACT meetings:** | | | | | | |
|  |  | | | Aa above | |  |
| Meeting closed: 2.04 pm. | | | | | | |
| Next meeting: 2nd w/e Oct 13th 1.00 pm Club | | | | | | |
| Next meeting:  13 October, 1.00 pm | | | | | | |