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| **Date:** 13 October 2018Commenced 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: NealSeconded: Rachel  |  |
| Working Bee | Next Working bee 25 Aug:Repair/renew target buttsLine markingsTape target facesCleaning up for competitionHire Dingo; order gravel11.00 am start on Saturday 25 August | Stuart to arrange theseNH to bring mattock, shovel |
| Judges | Judges’ Course: Open book exams issued8 signed up  |  |
| Committee email accounts |  | John to try to have fixed – size limit removedMeantime send text to John if sending emails with attachments. |
| Membership  | Rachel now has full access |  |
| MPP | Mel attended 2 AprilCAC Needs to develop own MPP (If not, provide, endorse and link to AA Policy)CAC to ask for MPO (with training) from membersPromote on web in club house and to all membersSend off members of committee to complaint handlingAll Committee to Complete on Play by Rules Website within 2 monthsID Complaint handler – Stuart Atkins and Mel/NH approvedNB minors are not given tags – parent should superviseNOTHING DONE | NH to draft email to members re MPOCAC to do some research about how minors are allowed to access club, with supervision. (And seek AA opinion?)And investigate waiverStuart will put his details on WebsiteMH to check email from MelFor next Committee meeting |
| Constitution  | Discussion on proposed changesMel to update and resendCAC need to develop Roles and responsibilities guidelines document | Advise all that SGM on 25th at 1.00 pm Agreed SA/ABAfter Working BeeNH: 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 DiaryNotice to judges |
| Information storage |  | Mel will update information and send out instructions  |
| **Officer Reports:** |
| **Item** | **Speaker** | **Discussion** | **Action** |
| President  | Andrew | Nothing muchLast handicap award to Adrian ExcellLast President’s shoot down on numbers: 16 people  | S |
| Vice President | Mel | N/A  |  |
| Secretary | NH | No report |  |
| Treasurer | Stuart | Emails not receivedTotal available: $147,320.18, minus a small payment for drinksNB Need new target centres without wraps – SA to look at stock and work out orderBooks 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 fixedNeed finger tabs and arm guards – beginners often leave with themWill rearrange container when all containers in place |  |
| Coaching | John | Weekends are going wellBluegum school is now booked twice a week for the termTwo other schools may confirm datesChanging 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 AndrewSeconded: GregReports approved |  |
| **General Business:** |
| **Item** | **Speaker** | **Discussion** | **Action** |
| Club redevelop’t |  | See discussion above |  |
| Job descriptions |  | Need to list all small jobs and allocateDevelop a document for drinks, bins etcPart 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 WebsiteSA 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 membersMembers 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 clocksAgreed that we purchase |  |
| Senior development day  |  | Sept 18 Probably Weston CkCoaches availableAbout every three months |  |
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| **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 |