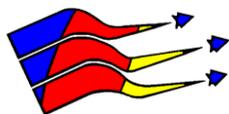


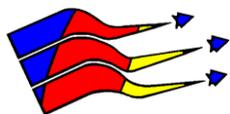
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

Date of meeting	Saturday 21 July 2018
Location:	Tuggeranong Archery Club
Time:	3:15pm
Attendees:	Melissa Mongan (president), Cherie Theyers (youth Coordinator), Aaron Lowther (webmaster), Rachel Morgan (recorder), Andrew Blunden (coaching coordinator), Paul Smith (judges Coordinator), Andrew Heldon (treasurer)
Apologies:	none
Absences:	none
Guests	Alex Guitierrez (delegate WVAC), Mick Turner (delegate TAC)
Conflicts of Interest:	none
Previous meetings minutes	
Business arising from previous minutes:	<p>See matters for discussion/decision/noting:</p> <ul style="list-style-type: none"> • Uniforms • Coaching/mentoring • Open Development Days • Presentation night • Pamphlet • Storage • Handicap event • Strategic Planning • Merchandise • Roles and Responsibilities • Coaching courses • Delegate notifications • Code of conduct and Standing Orders
Acceptance details	Moved to be accepted: Cherie Theyers Seconded: Andrew Blunden
Officer Updates	
President	<ul style="list-style-type: none"> • Attended RGB Forum – all presidents in attendance + Rick. Very informative, discussed a wide range of topics. Good to hear that we are all on a similar pages, and face some of the same challenges. Looking forward there are some things we can learn/adapt from other RGBs. • Member Protection – I attended training and have some recommendations for Archery ACT – see matters for discussion • Indoor Team selected – no shirts, reimbursed entry • Working through complaints and sending recommendations to those involved • Board Elections took place – vote 1 was Elizabeth Jennison, vote 2 was Sue Gliddon. More voting will be happening soon for the positions for the next 2 years.



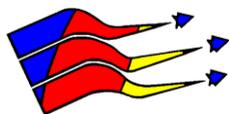
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Vice President	VACANT – no report
Secretary	VACANT – no report
Treasurer	<ul style="list-style-type: none"> • Biggest expenditure is medals/pins • Biggest income is memberships • Current bank balance is \$28705.61 • Most transactions from Sports TG have no name – takes time to reconcile. • Paper statements still go to Stuart – need to have both Mel and Andrew on phone at same time to rectify
Recorder	<ul style="list-style-type: none"> • Spent lots of money on badges • State Clout was held - every participant received a medal • There have been a big increase in ACT records • Performances: • Astin went to World Indoor Championships and won a silver medal in the team's event • Jason Hurnall and Jess Cox represented Australia at the Trans-Tasman – both bringing home medals • Lou Redman and Greg Blunden represented Australia at the Oceania Championships – both bringing home medals • Greg Blunden represented Australia at the World Cup in Berlin • Jason Hurnall also represented at Oceania – also winning a place for Australia at Youth Olympic Games • Jason Hurnall also won the selection event to attend Youth Olympics (unofficial)
Coaching Coordinator	<ul style="list-style-type: none"> • Silver Fern Postal event – entry went towards JETS program • Received update list of accredited coaches – 4 coaches haven't renewed and need to go online • Interest for level 1 and level 2 coaching courses to be run later this year.
Youth Coordinator	<ul style="list-style-type: none"> • Youth Managers Report was sent to executive – tabled for discussion • JETS continue to run, there are a regular 8 archers, all improving and want to come back – kids from all 3 clubs • Need to look at rejuvenating at club level
Judges Coordinator	<ul style="list-style-type: none"> • Received 7 applications for the judge's course – 2 from CAC, 3 from WVAC, 2 from TAC • Sending through info tonight and will probably run the face to face in a month
Webmaster	<ul style="list-style-type: none"> • Actioned all items from last meeting • Looked into a store page – this was going to cost too much, will look into just advertising on webpage with a contact.



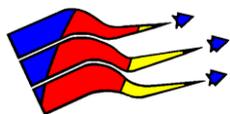
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Agenda Item/Topic	Discussion/outcomes	Action <i>(who is accountable and by when)</i>
Matters for decision:		
ACT items	Mel brought up the old video camera – not worth keeping as aged. All agreed.	Aaron offered to try and sell the camera.
Clocks	It was suggested that perhaps AACT could support clubs to purchase the same clocks and then when events are run we could borrow from each other, to support local tournaments. The clocks are CronoTir. Tuggeranong recently sought a grant for timing clocks and WVAC already purchased them. Cost \$4000 for 2 clocks and controller. Motion proposed: Archery ACT make a contribution of \$2000 per club to purchase timing clocks on the proviso that if needed, can be accessed and made available to ACT clubs as required. <ul style="list-style-type: none"> • Pending approval and support of all 3 clubs Moved: Andrew H Second: Aaron Lowther All agreed.	Mel to notify club committees of motion seeking support.
Matters for discussion:		
Presentation night	Mel received little response from committee The draft format was read out and discussed. Due to date – decided to leave for 2018, but Rachel still to run it through as a practice	Mel and Rachel to add logo etc ready for delegate approval
Pamphlet	As per previous minutes Paul mentioned he had old version Mel passed on her feedback and gave to Cherie	Paul to give Cherie copy of old one Cherie to update
Storage	As per previous minutes	Rachel offered to look into storage costs
Handicap Event	As per previous minutes. Was suggested Rachel contact Mark Newnham at WVAC for ideas.	Rachel still to develop guidelines
Strategic Planning	Still to complete as per previous minutes – need info from committee and delegates on future directions – need to think of a way to get feedback from the members.	Mel still to action



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<p>MPO – where to next?</p>	<p>Mel gave an update after attending Member Protection training. Every club should develop their own Member Protection Policy as it then gives context for the club. An MPO should be trained and also someone who is not on the club committee, this also needs promotion within the club. Training modules are available online through Play By The Rules.</p>	<p>Need a byline on our website that mentions we follow the NSOs Member Protection Policy - Aaron to complete.</p>
<p>Youth Manager's Report</p>	<p>Report was received by executive. There were some issues raised – the first is regarding unsupervised minors at an event. Cherie recommended not accepting an unaccompanied minor as part of the team.</p> <p>Motion moved: As an archer (under 18) to be eligible to represent an ACT team, they must be accompanied by an adult approved by the parent/guardian. Moved: Rachel Seconded: Cherie All agreed.</p>	<p>Will require updating to the Selection Policy and approval by delegates</p> <p>Will need to adapt the application form to have this as part of the process.</p>
<p>Matters for noting:</p>		
<p>Uniforms</p>	<p>Contacted other RGBs for info – sounded negative, so decided not to go with Beastwear For Youth Team we trial simple design from the Brnadmand in Queanbeyan, feedback was positive – just needs to be slightly lighter blue (Royal Blue instead of Navy Blue). Was quick (within 2 weeks) and easy and cost effective.</p>	<p>Will present to delegates and again do for Open team in November</p>
<p>ACT Team for Indoor Championships</p>	<p>Team named out of session, and instead of shirts had entry reimbursed. Compound: Rachel Morgan, Adrian Excell, Glen Hunt, Aaron Lowther Recurve: Claire Johnson, Astin Darcy, Jason Hurnall, Steve Slack</p>	<p>Payments to be completed</p>
<p>Coaching/mentoring</p>	<p>As per previous minutes ACT would like to set up systems to provide mentoring to Level 2 coaches. Need to think of how we mentor the Level 1 coaches that would like to progress to Level 2</p>	<p>Andrew B to organise a session with photos/videos of JETS technique Andrew to think of ways to get Level 3 to mentor</p>



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Open Development Days	As per previous minutes – running open development days once a quarter. Will need coaches and advertisement to clubs	Andrew B to organise a day in September
Roles and Responsibilities	Were sent out and no feedback was given. Ready for delegate approval. Mel to add in extra code of conduct info to the beginning part of roles and responsibilities.	Mel to present at next General meeting
Merchandise	As per previous minutes – setting up photos and prices on website.	Aaron to set up merchandise page and have a contact for ordering
Grants	As per previous minutes – Mel mentioned Club Spot – great website that has lists of all open grants. Currently none open.	No action
Coaching courses	Still wanting to run another Level 1 and Level 2 course in 2018. Mel contacted AA but still waiting on response form National Coaching Committee. Current expressions are about 5 people for the Level 1 and 5 for the Level 2.	Waiting on information from AA
Delegate notifications	Mel still waiting for delegate info from Tuggeranong.	Mel to send emails to include Tuggeranong committee until advised.
Code of Conduct and Standing Orders	Still under development	Mel still to complete
Time meeting closed:	4:45 pm	
Signature of chairperson		
Date and time of next meeting:	General Meeting – 1 st September following ACT Target at CAC Looking at scheduling the AGM for the 6 October.	