

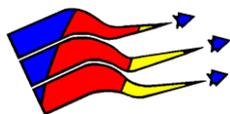
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

Date of meeting	Monday 26 March 2019
Location:	Latham Primary School
Time:	7:00 pm
Attendees:	Steve Slack (Vice president – acting chairperson for this meeting) Melissa Mongan (President – acting secretary for this meeting), Julie Lyons (Treasurer) Cherie Theyers (Youth Coordinator), Rachel Morgan (Recorder), Aaron Lowther (Webmaster) Paul Smith (Judges Coordinator)
Apologies:	Claire Johnson (Coaching Coordinator), Adrian Excell (Secretary)
Absences:	None
Guests	None
Conflicts of Interest:	None
Previous meetings minutes	
Business arising from previous minutes:	Refer to the actions list in Appendix A
Acceptance details	Steve moved the minutes be accepted: Approved: Rachel Seconded: Aaron



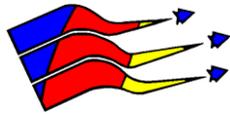
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

Officer Updates	
President	<p>Updates from AA:</p> <ul style="list-style-type: none"> • RGB Forum proposed for June or July – will need to seek any ideas that ACT wish me to bring up • Appointed Development Officer – Jalen Timms, strong background in grass roots sports development, previously worked with AFL, Soccer and the PCYS. To be introduced to RGBs soon • New scorecards to be available end of March • Coaching Accreditation Workshop on the 4th April – from all RGBs – Mel to attend in Claire’s absence <p>Thanks to Adrian and Claire for setting up the storage unit, I went and used it off instructions, very easy.</p> <p>Thanks to Steve for the background work he has been doing with shirts and other uniform. It will be great to have a rounded out merchandising stream.</p> <p>I have dropped off the trophies to get refurbished. I found all the old ‘overall champions’ shields and they were for old categories. I am getting a Historical Archive Plaque made up with all the names from the shields and getting all the old shields refurbished for this year’s end of year function.</p> <p>Tuggeranong approached Archery ACT to clarify coaching standards, I got some clarification from Archery Australia and put together a letter to send to all clubs with feedback form Claire. Have forwarded to all committee to read as well.</p> <p>Have emailed AA to ask for clarification on the Barebow/longbow team but am still awaiting a response</p>
Vice President	<ul style="list-style-type: none"> • Coaching shirts ready – awaiting 2 responses and order will be sent off beginning of April. • Uniforms for Youth Nationals ready to hand out at beginning of April • Caps arrived • 12 orders so far for tracksuits • ACT Clout ran very well, Weston used extra clocks from CAC. These worked well. • Need to get out info regarding the Indoor team
Secretary	<ul style="list-style-type: none"> • WWVP cards to be turned into a register • Team applications will be turned into a register and discarded after the team has been announced • Received grant application for Astin Darcy for World Cup 1 Columbia (tabled for decision)
Treasurer	<ul style="list-style-type: none"> • The current bank balance as of 25 March 2019 is \$22,422.34 • Bank Statement, expenses summary and budget tabled (Appendix C) • Expenses were higher this month due to \$4000 worth of reimbursements for timing clocks and \$520 for annual storage <p>I have now set up an Everyday business sub account under the AACT bank account with</p>



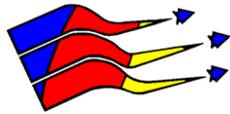
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

	<p>signatories mirrored from the main account to the sub account being (Melissa, Rachel and myself) at this time.</p> <p>Steve, the NAB consultant advised that he could see you have been added to the account but have not yet been set up as a signatory in the system. He said you will need to go to an NAB branch with a 100 points of ID to have it sorted.</p> <p>The sub account has been set up with visa debit cards for the current signatories which are being posted to the AACT PO Box.</p> <p>The requirement to have a visa debit card is you have to be signatory for the account but not an approving signatory for payments as approving permissions can be restricted if that's what we decide upon (hope that makes sense). I will provide more information at the next meeting. Cards have been received</p> <p>Question posed regarding monthly room hire – possibly look into becoming a member of the Raiders – just need an email from the secretary requesting membership for a not for profit organisation - needing room hire – Then room hire will be free. Will pass on information to Adrian.</p> <p>Steve moved that the Treasurers report be accepted</p> <ul style="list-style-type: none"> • Accepted: Melissa • Seconded: Cherie
Recorder	<p>ACT Clout had 24 entrants, 22 attended, all got medals AA Club Challenge happened. CAC participated with 7 people, 6 got medals NMS finals in Victor Harbour – Astin shot and ended 4th Australian Open in Victor Harbour. Astin and Ales were in a team that came 2nd. Jason was in a team that came 4th. Ordered stickers to do pins herself</p>
Coaching Coordinator	<ul style="list-style-type: none"> • Newsletter 3 sent on 15 March • Request for orders for Coaches shirt sent in Newsletter (due 31 march). Has been handed over to Vice President to collate orders and order • JETS Official Roles and Responsibilities Document developed in conjunction with Youth Coordinator (later agenda item) • Corrections to accredited coaches list made with AA • List of TAC coaches sent to TAC secretary. It was passed to TACs newly appointed Coaching Coordinator, Lou Redman • Notice sent to a coach about expiry of AA membership on sports TG also meaning a laps in coaching accreditation. This has now been resolved. • Open Development Day was successfully run on 16 March with 8 participants at WVAC. Coach was Adrian Excell. Feedback from participants was good. Feedback from coach was that 8 participants with a single coach is difficult. • Request to register Level 1 course on 10-11 August was sent to AA on 17 March, awaiting confirmation



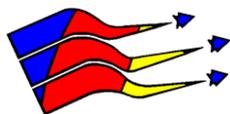
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

Youth Coordinator	<ul style="list-style-type: none">• JETS up and running for the year• April event is for the Nationals team only• First tournament (clout) for all of them – very successful
Judges Coordinator (provided by Steve)	<ul style="list-style-type: none">• 4 judges for clout including NJC Andrew Blunden• Planning Program is out• Club Officials have until the 1 April to complete online training, only Rachel at this point.
Webmaster	<ul style="list-style-type: none">• Need to upload Masters games info• Notice that all our registrations are due – website, domain etc.
<p>Steve moved that the reports are accepted Accepted: Paul Seconded: Cherie</p>	



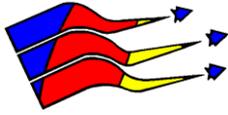
ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

Agenda Item/Topic	Discussion/outcomes	Action (<i>who is accountable and by when</i>)
Matters for decision:		
Astin Darcy Grant application	<ul style="list-style-type: none"> Representing AA at World Cup Columbia Moved by Steve: Approved: Paul Seconded: Claire	<ul style="list-style-type: none"> Julie to make payment Mel to advise Astin Adrian to save grant application and add to register
Barebow/Longbow Overall Champion for EOY Event	<ul style="list-style-type: none"> Not really discussed, will need to table at next meeting 	<ul style="list-style-type: none"> Adrian to table for next meeting
JETS \$30 for prior sessions, and letter	<ul style="list-style-type: none"> Letter was discussed and amendments made Agreed on \$30 for back payment Steve moved the letter be accepted with amendments Approved: Julie Seconded: Aaron	<ul style="list-style-type: none"> Mel to make changes to letter Adrian to send out to coaches
\$50 voucher for completing Strategic Plan survey	<ul style="list-style-type: none"> Agreed that a set of ACT merchandise could be given instead of a gift voucher AACT committee ineligible Moved by Steve: Approved: Cherie Seconded: Rachel	No action at this stage
Matters for discussion:		
JETS Roles and Responsibilities	<ul style="list-style-type: none"> Accepted by executive out of session. 	<ul style="list-style-type: none"> Aaron to add to website by end of May To be distributed to all current coaches
ACT Pamphlet	<ul style="list-style-type: none"> Tabled for discussion Agreed to get printed somewhere like Vistaprint 	<ul style="list-style-type: none"> Mel to edit ACT blurb Adrian to send each club their blurb Cherie to seek advice from a graphic designer
Budget	<ul style="list-style-type: none"> Committee took another look at the proposed budget Discussed adding end of year event (to cover room booking) Add in storage as this will be regular Add in an amount for coach development – current ledger covers AA accreditation workshops 	Completed



ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

	<ul style="list-style-type: none"> • Add in income stream called Grants for when we are successful • Web Tech etc is 2 yearly • There is no way to differentiate payments in Sports TG • Thanks to Julie for work in this area – we have never really had a scheduled budget before. 	
ACT Caps	<ul style="list-style-type: none"> • Steve proposed a price of \$20 <p>Approved: Paul Seconded: Rachel</p>	
Team Policy	<ul style="list-style-type: none"> • Multiple sections were discussed • Team Composition – under Open Nationals - Add in Barebow/Longbow team when info available • Team Selection – second dot point - change '12 weeks' to '10 weeks' • Uniforms – Change 3rd dot point from 'no later than 10 weeks' to 'as directed' • Uniforms final dot point – change 'a shirt of opposing colours' to 'a generic Archery ACT Shirt' • Team Manager – first dot point – change Manager to small 'm' + instead of 'two months' change to 'same time as team is selected' 	<ul style="list-style-type: none"> • Mel awaiting info from AA regarding make up of Barebow/Longbow team • Mel to make changes and have ready to send out to delegates • Adrian to send out with amendments to delegates prior to next OGM
Short Course Championships	<ul style="list-style-type: none"> • Seems to be some confusion on the purpose/format of this event • Some committee thought it was a handicap event, others thought it was just a 900 round. • Rachel said it was sent to exec but no response 	<ul style="list-style-type: none"> • Rachel to resend to committee • Need to find minutes where it was approved
Joey Division	<ul style="list-style-type: none"> • Discussed purpose – should really be on fun, we see a lack of participants • RGB doesn't justify it • 	<ul style="list-style-type: none"> • Mel to email response to Rick on behalf of RGB
Indoor Team Selection	<ul style="list-style-type: none"> • Need to send out reminder asking form nominations • Rachel already submitted • Still awaiting info regarding the Youth Teams event – fielding questions, but awaiting response 	<ul style="list-style-type: none"> • Steve to put together email to send out



ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES

	from AA	
	<ul style="list-style-type: none">• Applications to be received by June 1st.	
Time meeting closed:	9:00 pm	
Signature of chairperson		
Date and time of next meeting:	Tuesday 30 April 7:30 pm Venue : TBA	



ARCHERY ACT SOCIETY INC MEETING AGENDA & MINUTES