

RANDWICK ARCHERY CLUB
COMMITTEE MEETING MINUTES

Sunday 25 May 2025, 11:30 hrs Randwick Club

Present: Michele McGaughran (President), Leonie Hunter-Smith (Secretary), Emma Collins (Treasurer), Lesley Walls, Alex Collett

Apologies: Anna Soo, Amy Lewis (Field Captain), Scott Taylor

Attending member:

Minutes taken by: Leonie Hunter-Smith

Start Time: 1130 Hrs

<p>1. Confirmation of previous minutes</p> <p>a. Committee meeting dated 27 April 2025</p> <p>LHS moved that the minutes are a true and correct record of the meeting (subject to correction of name spelling). Seconded by MM. All in favour. No objections.</p>	
<p>2. Quorum was noted as achieved for the meeting.</p>	
<p>3. Treasurer's report (EC)</p>	<ul style="list-style-type: none">• Currently there is \$XX in the main account, \$XX total funds• Not many expenses this month• Income \$1,400, expenses \$200 <p>MM moved the treasurers report. Seconded by Lesley .</p> <p>All in favour, No objections.</p>
<p>4. Coaching report (MM)</p>	<ul style="list-style-type: none">• Robbie's intermediate course on 8 June• No beginners planned, typical winter season <p>Report moved by LHS . Seconded by EC</p>

	All in favour. No objections. Carried
5. Youth report	<p>Nothing to report other than it would be good to see more youth at Nationals.</p> <ul style="list-style-type: none"> • Getting youth into competitions would be a good start • Alex to check with the Field Captain about the Wairarapa Youth Coaching Clinic. • Suggestion that a Club Competition would be worthwhile. <p>Report moved by LW, Seconded MM. All in favour passed.</p>
6. Memberships report (AJL)	<p>Nothing to report</p> <p>Noted. MM is looking through list of members on Helloclub and it needs updating. Eg EC has a key but not listed.</p> <p>Tasks to update keyholders, and Committee positions. LHS to look into.</p>
7. Field Captain's report (AJL)	No report
8. Progress on action items from previous meetings	<ol style="list-style-type: none"> 1. Club gear: Previous committee approved loaning out gear for specific competitions only. Under 16 year olds to be signed for by parent. Must have been a member of the club for six months before gear can be lent out. Hiring agreement to indicate liable for the cost of damaged gear. Before and after check by the committee member who signs it out. Time frame of loan to be specified. Amy to design agreement and log book and send to committee to review prior to Emma printing and binding. Still in progress. 2. Sign for gate: at final draft stage.

	<p>3. Wrap for DOS Box. In progress.</p> <p>4. Constitution Changes : In progress, built in Incorporated Societies Constitution builder, now with Matt for any additions, LHS and MM will take it to review if Matt unable to.</p>	
9. General Business	<p>1. Revamp of Club Website:</p> <p>a. Lesley to be given access to google docs</p> <p>2. WAA Voting – still nothing through</p> <p>3. Suggested activity for July, a morning tea with the monthly club shoot 6 July. AJL to coordinate activity notice with youth archers</p> <p>4. Bernie has noted a number of items waiting on for orders. EC to look into an account with Archery Warehouse and other suppliers.</p> <p>5. Club Champs date 9 August– to hold prior to AGM to help decide trophies. To be unregistered. All agreed.</p> <p>6. AGM Date confirmed as Sunday 14 September. MM to book hall</p> <p>Fun shoot in the morning kept shorter to finish on time.</p> <p>7. Special GM to be held in August to present Constitution. Time for feedback to be ratified at AGM in September. Tentative date of 10 August 1330 hrs. MM to book hall</p> <p>8. Lease renewal – EC has it in hand with all documents.</p> <p>9. Short memberships. EC presented case for archer who had requested shorter membership due to uncertainty around work. Committee decided to allow a three or six month membership, to be approved by the</p>	<p>Initials</p> <p>AJL</p> <p>MM/AJL</p> <p>EC</p> <p>MM</p> <p>MM</p> <p>AJL</p> <p>MM</p> <p>EC</p>

	<p>Committee on a case by case basis and only on exceptional circumstances to be decided by the Committee. Motion put by EC, Motion passed.in favour.</p> <p>10. Conflict of Interest Register. This is to be introduced to ensure decisions are made without conflicting interests.</p> <p>a. Conflicts will ask to be declared at start of meeting</p> <p>b. Conflicts will be recorded by Secretary and members will abstain from voting on issues where potential conflict exists.</p> <p>c. Examples of conflicts: Other sporting committees/boards, relationship to suppliers or regulators.</p> <p>11. Process for assigning WAA/ANZ events to clubs was discussed. Committee decided:</p> <ul style="list-style-type: none"> WAA/ANZ events are to be a Committee decision before being offered to the WAA/ANZ calendars. Reminder to provide enough notice to club members via communication channels – including email, facebook, and club website that the range is not available when competitions are being held. <p>12. Appetite for more clout shoots to be discussed (one or two a year) is to be discussed at next meeting.</p>	
9. Meeting closure	1300 hours	
10.Next Meeting	29 June at 1130 hrs at Randwick (Apologies noted from AC)	

Randwick Archery Club Committee Meeting Agenda

Meeting date: 25 May 2025, 1130 Hrs at Randwick

Agenda Items:

- Apologies
- Quorum
- Confirmation of Minutes of Meeting Dated 27 April 2025
- Action Items from previous meeting/s
- Treasurer
- Membership
- Field Captain
- Coaching
- Equipment
- Containers and Working Bees
- General Business

Close of Meeting: