

RANDWICK ARCHERY CLUB
COMMITTEE MEETING MINUTES

Tuesday, 14 October 2025, 19.00 hrs, The Empire, Petone

Present: Michele McGaughran (President), Amy Lewis (Field Captain), Scott Taylor-Beech, Neville Clark, Emma Collins (Treasurer), Anna Soo (Secretary), Alex Collett, Allex Gilles, Allan Atkinson

Apologies: Matt Waight (Vice-president)

Attending member:

Minutes taken by: Anna Soo

Start Time: 19.01 Hrs

Confirmation of previous minutes

Committee meeting dated 14 October 2025

STB moved that the minutes are a true and correct record of the meeting. Seconded by AL. All in favour. No objections.

Quorum was noted as achieved for the meeting.

Treasurer's report (EC)

- \$XX in the main Randwick bank account
- \$XX in the RAC Go account (no debit card attached, used for Xero fees)
- \$XX in the RAC Go account (with debit card)
- \$XX in the long-term deposit account.
- Total cash holding is \$XX

Term Deposit has rolled for another year.
MM queried if we should be putting some surplus cash onto TD. To consider at next meeting.

WAA and ANZ subs due soon.

AL moved the treasurers report. Seconded by AG. All in favour, No objections.

Coaching report (MM)

Three courses under way. Unlucky with the weather and adding make up session to get course done.

	Report moved by AS. Seconded by AL. All in favour. No objections. Carried
Youth report	N/A – agreed to discontinue youth report
Memberships report	154 Members. Most are renewed members. Report moved by MM. Seconded by AA. All in favour. No objections. Carried.
Field Captain's report (AJL)	WAA600 to be moved to from 29 Nov to 30 Nov. To do a bring a plate shared lunch in lieu of shared morning tea idea floated earlier. Walter Nash to be held on 15/16 Nov. Kausiwana to be held 26/27 Dec. Sign ups going well so far. Indoor season now finished. Tuesday club night now started. Report moved by EC. Seconded by AG. All in favour. No objections. Carried.
Progress on action items from previous meetings	<ol style="list-style-type: none"> 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. Sign for gate: waiting on revised quote. Wrap for DOS Box: design approved and to be quoted. Website revamp: In progress, Lesley to be given google logon to be able to update website. Photos still to be taken. MM waiting for nice day to take photos (and to remember her camera!). To ask if Gianni has any photos we can use. Drainage Container 2:

	<p>Water is pooling in front of container 2 due to heavy rain. EC to check with Crown if we are able to put in a “soak pit” when she goes back to them about the lease. EC to follow up</p> <p>6. Leak container 1: GT advised that leak in container 1 still present. STB to fix. Waiting on good weather and time to do so. Waiting for better weather.</p>	
General Business	<p>1. Website</p> <ul style="list-style-type: none"> STB to now make changes and upload minutes to website. AL to provide access. <p>2. Have a go session</p> <ul style="list-style-type: none"> STB to run have a go session 22 Nov from 3 pm. Geoff and Emma Smith assisting. Mound fees applicable. <p>3. MM raised current members on Incorporated Society register. No need to change post AGM. Address for service is ECs.</p> <p>4. Murray Forbes has made donation to club. MM to send email thanking Murray for the donation.</p> <p>5. Query re BBQ not being held (fun shoot was cancelled due to weather). In lieu to do fish and chips on Tuesday club night.</p> <p>6. Summer BBQ and have a go day.</p> <ul style="list-style-type: none"> To hold on 19 January. AL to run fun shoot MM to run have a go session AG to manage BBQ <p>7. Clout session – EC to coordinate with Trentham to arrange another clout session</p> <p>8. Account Discrepancy – \$10 discrepancy in club member’s favour. Committee agreed to waive.</p> <p>9. Raffle winner – MM to follow up with Jana</p> <p>10. Financial statements – still not filed on Companies website due to error message. EC has contacted them to try and sort.</p> <p>11. Range closure – due to weather. EC raised procedure for doing this.</p>	Initials STB/AL STB MM AL AL MM AG EC MM EC

	<p>12. Procedure for committee meetings. – AG asked what the procedure is. MM recapped procedure and reminded secretary to ask for Agenda items prior to meeting.</p> <p>13. Business cards vs. Brochure – discussion held on continuing to update RAC brochure or to have business card made redirecting people to website where information is up to date. EC to ask Vincent Drane if he is able to design a business card for us.</p> <p>14. Development of beginners – STB raised having a RAC up and comers challenge similar to those held at other clubs to develop and maintain engagement. Such as a pin and ribbon system like WAA600. Committee in favour of idea. STB to investigate and report back.</p> <p>15. Lines sprayed – by NC. To book in a working bee when the weather settles.</p> <p>16. Committee goals – MM asked committee members to consider what goals they want to achieve over the next year and bring ideas to next meeting.</p> <p>17. Resources link on website – MM raised having a resources page on website for members. To consider what links are relevant.</p> <p>18. Permanent butts – STB raised idea of having a permanent butt at 90m. Committee considered that those who tend to shoot at 90m are generally keyholders so having 90m permanent butt, would not be well utilised. Preferred to retain current 30m and 70m butts and consider adding another distance i.e. 50m. Existing butts need to be redone and combination lock covers added.</p>	EC STB ALL MM
Meeting closure	20.10 hours	
Next Meeting	7.30pm, 18 November 2025 at The Empire, Petone	

Agenda for committee meetings

Meeting opened

Confirmation of those present and apologies

Confirmation of previous minutes

Quorum

Treasurer's Report

Coaching Report

Membership report

Field Captain's report

Progress on action items from previous meeting

General business

Meeting Closed

Date for next meeting