

**RANDWICK ARCHERY CLUB  
COMMITTEE MEETING MINUTES**

Thursday, 9 April 2026, Google Meets

**Present:** Michele McGaughran (President), Amy Lewis (Field Captain), Neville Clark (joined 8.16pm), Emma Collins (Treasurer), Alex Collett, Alex Gillie, Scott Taylor-Beech, Allan Atkinson

**Apologies:** Anna Soo (Secretary)

**Attending members:**

**Minutes taken by:** Michele McGaughran

**Start Time:** 19.02Hrs

**Confirmation of previous minutes**

Committee meeting dated 10 March 2026

AC moved that the minutes are a true and correct record of the meeting. Seconded by MM. 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

90% of trading income in March came from membership fees. We got our 6 monthly dividend payment from Vector and all tournament income was from the 4<sup>th</sup> Afternoon @ Randwick. All but \$10 of the mound fees were taken for the Clout practice at Trentham and has since been paid to them.

Expenditure this month was mainly sponsorship for the Oceania Championships and equipment (sights, rests and target pins). Repairs & maintenance was the callout for electrics being out and the work for setting up the power for the modem, while general expenses were Matt's leaving pressie.

All in all it was a quiet month and we made a loss of -\$XX

	AL moved the treasurers report. Seconded by AG. All in favour, No objections. Carried.
<b>Coaching report (MM)</b>	Beginner's courses have finished for the season. No report tabled.
<b>Memberships report</b>	<p>161 Members.</p> <p>11 new members from Wellington Girls College. Some range assessments occurring. A few existing members not renewing.</p> <p>Report moved by EC. Seconded by AC. All in favour. No objections. Carried.</p>
<b>Field Captain's report (AJL)</b>	<p>Last RMT held on 28 March. Numbers not high.</p> <p>AL has made up 70-inch bows and done an inventory of bows held. Currently 60 in stock (details held in shared drive).</p> <p>Ordered and paid for three target butts. Will inspect with Neville, but it looks like we have not received completed target butts as ordered. AL will look into getting this addressed by Archery Warehouse. Will CC in committee members when she emails them.</p> <p>Report moved by AG. Seconded by MM. All in favour. No objections. Carried.</p>
<b>Progress on action items from previous meetings</b>	<ol style="list-style-type: none"> <li>1. <b>Sign for gate and wrap for DOS box:</b> Expenditure approved at March meeting. STB to see if the DOS box will fit in his trailer and if so, coordinate with Anna about dropping it to her work.</li> <li>2. <b>Website revamp &amp; useful links resource:</b> Photos and links with STB to update website. Require some more landscape versus portrait photos as well. STB in progress.</li> <li>3. <b>Drainage container two</b> - Water is pooling in front of container 2 due to heavy rain. Quote received for \$1,500 to do the soak pit. Motion to approve expenditure of \$1,500 for soak it to be done. All in favour.</li> <li>4. <b>Leak container 1:</b> Geoff Taylor advised that leak in container 1 still present. Update: AG to ask container maintenance company for quote to fix the leaks.</li> </ol>

5. **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 reviewing Mana AC's scheme.

6. **Stock take**

To complete a stocktake and update of assets register. AL to develop a quarterly maintenance schedule quarterly. Date moved from 19 April to 31 May due to availability of committee.

7. **Permanent butts**

Agreed to have two butts at 30m. Using '11' targets. NC and AL to devise plan for target butts. Further discussion suggested we survey members to see what distance they want butts at. Two options to be presented – 2 x 30m or 1x 30m and 1 x 20m. AL to organise survey.

8. **Additional container**

April update – to continue investigating 4<sup>th</sup> container option and a covered option. Both ideas to be fully explored. Mapping and fully priced out.

9. **Security system/Web cam**

Camera is waiting to be installed outside then is all good to go. AG has shared document detailing access and passwords for the committee.

10. **Bathroom**

To install ventilation in the bathroom via a grill in door. Fantail have done a site inspection and recommended putting in two passive fans in the bathroom and a transfer grill on the door. They will also instal the camera outside. Awaiting quote to be received.

11. **Working bee**

Postponed due to bad weather on 15 Feb. New date set for 17 May 2026, 10.30 to 2 pm. Can't hold earlier as shooting calendar is full.

12. **ANZ account – update signatories**

EC has access to all accounts now. Appt made with ANZ to remove Matt as signatory.

13. **Different payment rates and Section 4 of the bylaws**

March update – MM advised that she and MW have been working on this. MM did not have the information to hand in MW's absence. Will coordinate with MW and forward to the committee.

	<p>MM noted that any change to the bylaws needs to be done via SGM/resolution in consultation with members.</p> <p>AL queried why both coaches on beginner's courses are being credited the same amount. MM/MW advised that this was done based on feedback during the bylaw consultation process and that qualified coaches are now credited with the same amount.</p> <p><b>14. Windssocks and flag pole</b> AL has purchased two world archery windssocks. Still to purchase a flag pole to put by RAC sign.</p> <p><b>15. Replace BBQ</b> Current BBQ is rusty and damaged. AG has seen a good one for \$1,600. Will see if on special over ANZAC weekend. If not, committee agreed to increase prior approved expenditure from \$1,500 to \$1,600 to purchase BBQ.</p> <p><b>16. String jig</b> STB asked where it was. To check if Bernie knows.</p> <p><b>17. Notice board in container 1</b> EC has obtained one from her work. To transport to club.</p> <p><b>18. Indoors membership fee</b>  After reviewing prices, income and expenditure last year, the club made \$400 before taking consumables (target faces, printing) into account. Motion to set this season's pricing at \$90 for a season pass or \$10 per casual session. All in favour.</p>		
<p><b>General Business</b></p>	<table border="1"> <tr> <td data-bbox="467 1263 1246 2040"> <p><b>1. Container three</b> Container three is structurally unsound. Agreed the priority (over a fourth container or covered area) is to replace container three now. To consider getting a container with a door at each end so that we can put a partition in and use one area for bow tuning and the rest for storage. Container to be at the same height as the other two, so if the covered area goes ahead, we future proof for that. AA to get quote for a higher quality container that meets these requirements. We will need to get electrical work done on the new container.</p> <p><b>2. Vice President Nominations</b> Two nominations, received, however only one was complete with a nomination and seconder. Therefore, Alex Gillie is the new VP. Congratulations to Alex. Agreed, given proximity to AGM, not to fill the casual vacancy arising by AG moving into VP role.</p> </td> <td data-bbox="1246 1263 1402 2040"> <p><b>Initials</b>  AA</p> </td> </tr> </table>	<p><b>1. Container three</b> Container three is structurally unsound. Agreed the priority (over a fourth container or covered area) is to replace container three now. To consider getting a container with a door at each end so that we can put a partition in and use one area for bow tuning and the rest for storage. Container to be at the same height as the other two, so if the covered area goes ahead, we future proof for that. AA to get quote for a higher quality container that meets these requirements. We will need to get electrical work done on the new container.</p> <p><b>2. Vice President Nominations</b> Two nominations, received, however only one was complete with a nomination and seconder. Therefore, Alex Gillie is the new VP. Congratulations to Alex. Agreed, given proximity to AGM, not to fill the casual vacancy arising by AG moving into VP role.</p>	<p><b>Initials</b>  AA</p>
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	<p>Alex noted that the constitution does not have a process for how to manage nominations receive. This will need to be addressed when constitution next updated to reflect the end-to-end process.</p> <p><b>3. 3D animals</b> AL noted that some of the 3D animals are damaged. Agreed not to replace now, but to keep an eye out on any coming on special.</p> <p><b>4. Purchase equipment</b> Discussion held if we should purchase more bows, bow stands and quivers. AL noted that we have 60 bows and youth archers can be managed, for example, by directing from a 68 to a 70-inch bow where appropriate. Agreed not to purchase any more bows and to see how it goes. Agreed to purchase new bow stands. MM suggested foldable ones as storage rack full. Agreed to purchase new quivers and several have holes and arrows falling straight through. Agreed to purchase new carbon arrows. AL to purchase as required.</p> <p><b>5. Arrow building workshop</b> Raised if we should run an arrow building workshop. No decision made.</p> <p><b>6. Ongoing gear maintenance.</b> AG happy to help with arrow maintenance. MM to show how to fletch arrows. Discussed if we need to appoint someone to manage gear at next AGM.</p> <p><b>7. To survey members</b> to see what they want in relation to 4<sup>th</sup> container, covered option and open feedback. MM and AG to work on survey, AL to publish survey.</p> <p>In committee discussion held.</p>	<p>AL</p> <p>MM/AG</p> <p>MM/AG/ AL</p>
Meeting closure	20.43 hours	
Next Meeting	7.00pm, 5 <sup>th</sup> May 2026 via Google meets.	

## **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