

RANDWICK ARCHERY CLUB
COMMITTEE MEETING MINUTES

Tuesday, 4 August 2026, Google Meets

Present: Michele McGaughran (President), Alex Gillie (Vice President), Anna Soo (Secretary) (arrived 7.30pm), Amy Lewis (Field Captain), Neville Clark, Emma Collins (Treasurer), Alex Collett

Apologies: Scott Taylor-Beech, Allan Atkinson

Attending members:

Minutes taken by: Michele McGaughran

Start Time: 19.02Hrs

Confirmation of previous minutes

Committee meeting dated 7 July 2026

AG moved that the minutes are a true and correct record of the meeting. Seconded by EC. 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 as at 31 July 2026

July's income has been moderate with a few membership payments, indoor session payments and tournament income. Club Events income is related to the arrow building workshop.

Expenses include the normal monthly Xero invoice, and semi-regular lawn mower fuel. Stationary costs are the security camera signs and general expenses are the brackets and mounting of the security camera. More than normal website/software expenses as we have paid or annual Hello Club subscription including the Poli integration fees.

MM moved the treasurers report. Seconded by NC. All in favour, No objections. Carried.

**Coaching report
(MM)**

MM and NC have been doing more range assessments. Not translating to signups in all cases.

	Quiet month with the weather.
Memberships report	156 Members. Quiet due to winter and no beginner's courses running. One member waiting approval after AL has confirmed attendance at RAC beginner's course. Report moved by EC. Seconded by AG. All in favour. No objections. Carried.
Field Captain's report (AJL)	WAA600 held at RAC on 1 August. Low attendance, poor weather on the day. To consider if club should hold in August again due to weather. RMT at RAC on 29 August. Club champs booked in for 30 August. Possibly a Canadian 900. Report moved by EC. Seconded by AG. All in favour. No objections. Carried.
Progress on action items from previous meetings	Sign for gate and wrap for DOS box: Gate sign has been installed and invoice awaiting payment. Stock take Stocktake completed. Amy has completed stocktake of bows. MM to renumber some arrows and will then upload to google docs, though total arrow counts should be accurate. EC should have sufficient information to complete asset register. Permanent butts NC and AA to design and instal two targets at 30m with lockable covers. No extension to concrete shooting line required. Additional container August update – All in favour of adding as an agenda item to AGM to allow for any Q&A to be addressed and voted on by those present. Security system/Web cam AG has organised a \$20 per month to use going forward to be charged to club card. All camera operating signs now up. Bylaws and constitution MM went through amendments made and sort input from the committee. To proof and finalise. To be sent out to members with the reminder about the AGM once any agenda items have been received by COB 4th September. Windsocks and flagpole

	AL has purchased two world archery windsocks. Still to purchase a flagpole to put by RAC sign. AL identified that Flag Makers on Waione St is the best place to go. Arrow building workshop Workshop booking in at Northland Community Centre on 5 Sept. Cost \$40 to cover venue hire, instruction and dinner. Signups slow. MM to do Facebook reminder and AS to do Hello Club email reminder. If signups do not improve to consider cancelling. Timing lights Quote from Pats Archery (Australia) quoted AUD \$7,013 (circa NZD\$9,900) for lights, shipping and insurance has been accepted. Awaiting next steps from the supplier. Vetting AG has found the information regarding vetting. AG and AL to look at records and see if we have a register of when people have been vetted. Agreed that all keyholders and coaches apart from the ones who have been vetted in the last two years are likely to need to be vetted again. To ensure that we maintain an accurate record of this on google drive going forward. AL commented that those who routinely get vetted for work, for example, not be done to save the club money. MM pointed out that the person vetted does not receive any confirmation of the outcome and we need a record held by the club so we should do our own vetting. AG confirmed vetting costs \$8.50 per person so not a big cost. To use the opportunity to confirm who would like to remain a coach for the club and those no longer wishing to do so be exempt vetting and removed from coaching distribution list. Back corner safety tape AL raised investigating some metal stakes and safety tape for back corner of the range to use when competitions are on as an additional H&S measure. AL to action. Items put on hold for incoming committee to consider: • <i>Beginner's development program. Ribbon and pin system to maintain engagement.</i> • <i>Bathroom ventilation- installation of two passive fans in bathroom and transfer grill. Unable to find a tradesman willing to do such a small job at this stage.</i>
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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