

**RANDWICK ARCHERY CLUB
COMMITTEE MEETING MINUTES**

Tuesday, 10 February 2026, RAC Range

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

Apologies: Anna Soo (Secretary), Matt Waight (Vice-president)

Attending members:

Minutes taken by: Michele McGaughran

Start Time: 19.06Hrs

Confirmation of previous minutes

Committee meeting dated 13 January 2026

To be confirmed at next meeting.

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

Profit and Loss

Total gross income of \$XX this month, with \$XX coming from beginners' courses being run by Allan, Amy and Michele. We had a large number of membership payments with an income of \$XX. Tournament costs were attributed to some late payments to the Kausaiwana, plus the 2 Afternoon at Randwick 720's but most of the income (\$XX) came from entries to the WAA Target Champs.

The large expenditure in January came from the years rent being paid in full and Amy went shopping again (target faces). The lawn mower had more fuel, and a few repairs and General Expenses were for the security camera.

	<p>Even with the large spend this month, we still made a net profit of \$XX. To note, as of the 31 Jan 2026, we have \$XX more in the bank than we did at year end in July last year.</p> <p>AA moved the treasurers report. Seconded by AG. All in favour, No objections. Carried.</p>
Coaching report (MM)	<p>Tenth course for the season about to get underway. AL may run another course – looking at dates. Three people interested in doing a beginner’s course following on from the Fun Shoot/family have a go day. AL has been given list of names. AA may run a follow-on session for beginners. MM advised that Robbie is also looking at doing this.</p> <p>Report moved by EC. Seconded by AC. All in favour. No objections. Carried</p>
Memberships report	<p>147 Members.</p> <p>Renews and new members a bit static but good numbers</p> <p>Report moved by AG. Seconded by MM. All in favour. No objections. Carried.</p>
Field Captain’s report (AJL)	<p>Fun shoot and BBQ went really well. WAA target champs successful, despite wind. 8-9 National records set. Hutton Memorial Shoot on 6 Feb – was not well attended.</p> <p>70# Bows have arrived. Still to order sights.</p> <p>Interclub shoot – teams lost both matches last month.</p> <p>Still waiting on quote from Archery Warehouse for danarge butts. STB follow up when in Auckland but did not get a satisfactory response. AL to follow up again.</p> <p>Report moved by AG. Seconded by STB. All in favour. No objections. Carried.</p>
Progress on action items from previous meetings	<p>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</p>

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 and wrap for DOS box:** waiting on revised quote.

3. **Website revamp:** Photos with STB to update website. STB in progress.

4. **Drainage container two** - Water is pooling in front of container 2 due to heavy rain. We have consent to go ahead. To check and see if there is an existing soak pit before digging too much. AA and NC to look into.

5. **Leak container 1:**

Geoff Taylor advised that leak in container 1 still present. STB to fix. Will do at next working bee.

6. **Summer BBQ and have a go day 1st Feb:**

MM noted that we should have a beginner's course lined up for soon after have a go session for family members to sign up to. BBQ numbers = prepped for 60, but more there on the day. To build in a bigger buffer next year.

MM thanked committee for their contribution for making the day a success .

7. **Clout session:**

EC has confirmed session with Trentham for 29 March. NC to confirm availability.

8. **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.

9. **Resources link on website** – MM raised having a resources page on website for members. To consider what links are relevant.

10. **Stock take**

To complete a stocktake and update of assets register on 19 April 2026, 3 pm AL to develop a quarterly maintenance schedule quarterly.

12. **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.

13. Additional container

Feb update – Committee due diligence ongoing. Committee is investigating two options to present to members for feedback.

14. Security system/Web cam

Tested today and good functionality. It works with the container door shut. Will go off and on with power until electrical work completed. Credit on the Modem. Will see how much data it uses when operational.

AG to put a document together for access and passwords. Agreed to have a committee password and a keyholder log on.

Motion to approve expenditure of \$120 for power supply to the modem. Passed all in favour.

Next steps – electrical work to be completed.

15. Bathroom

To install ventilation in the bathroom. AA had suggested a window. AG suggested a grill and extraction vent in the door as an alternative. Committee preference is for grill in door. AG to look into once finished security system project.

16. Working bee

Postponed due to bad weather. New date set for 15 Feb 2026, 10.30 to 2 pm.

17. ANZ account – update signatories

EC to action Steve Harding to be removed ANZ accounts

18. Different payment rates

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. MW to confirm the consultation process and report back at next committee meeting.

19. Keyholder & five-year coaches police checks

MM asked if Sam Nelson had returned key as he no longer wants to be on duty roster – key has not been handed back in yet. MM emailed keyholders to confirm still holding key and key number to record on key registers. Awaiting a few final responses. MW to organise police checks for coaches that require a five-year check.

	<p>20. What we would like to achieve this year.</p> <ul style="list-style-type: none"> • High level discussion on what we would like to achieve this year as a committee. To be worked through • Be more social and integrate new members into the club better • Upgrade kitchen, outdoor seating, website • Install a 4th container as a bookable resource • Bylaws/constitution – do a wrap up to ensure aligned • AA proposed that we do not add any more items to our to do list until we have cleared some. He will raise the other items he has proposed later in year. 	
<p>General Business</p>	<p>1. Windssocks and flag pole AL suggested that we purchase two world archery windssocks and a flag pole to put by RAC sign. Motion to approve expenditure up to \$1,000 on two world archery windssocks and a flag pole. Approved. All in favour.</p> <p>2. Use of tradespeople AG asked if we can get tradespeople in to deal with some of the outstanding items. To be investigated. MM noted several of the outstanding items are note trade related.</p> <p>3. Replace BBQ EC noted that the current BBQ is rusty and damaged. AG to keep an eye out for specials and report back. Did not confirm expenditure until we get an idea of prices.</p> <p>4. Section 4 of bylaws EC noted that there is inconsistent wording in the coaching section of the bylaws and concern about the use of the word payment from a tax perspective. Can we use 'credit' as an alternative/ MM to discuss with MW.</p> <p>5. String jig STB asked where it was. To check if Bernie knows.</p>	<p>Initials</p> <p>AL</p> <p>AG</p> <p>MM/MW</p>
<p>Meeting closure</p>	<p>20.18 hours</p>	
<p>Next Meeting</p>	<p>7.15pm, 10 March 2026 at Range (after club shoot)</p>	

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