

RANDWICK ARCHERY CLUB
COMMITTEE MEETING MINUTES

Tuesday, 7 July 2026, Google Meets

Present: Michele McGaughran (President), Anna Soo (Secretary), Amy Lewis (Field Captain), Neville Clark, Emma Collins (Treasurer), Allan Atkinson

Apologies: Alex Collett, Scott Taylor-Beech, Alex Gillie (Vice President)

Attending members:

Minutes taken by: Anna Soo

Start Time: 19.06Hrs

Confirmation of previous minutes Committee meeting dated 6 June 2026 EC 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 as at 30 June 2026 June has been a quiet month with the only expenditure being some minor printing and Archery NZ Levies for the Walter Nash tournament. Income was mainly (71%) made up from membership payments followed by tournament income. The tournament income was for the latest RMT, apart from two entries to the Walter Nash. The Club events income was the cash taken at the WAA600 BBQ being paid into the bank. AL moved the treasurers report. Seconded by AS. All in favour, No objections. Carried.
Coaching report (MM)	MM has been doing more range assessments.

	MM to hold a have a go session – date to be confirmed, but outside of club hours. Quiet month with the weather.
Memberships report	154 Members. Membership stable, a few new signups this month. Report moved by EC. Seconded by MM. All in favour. No objections. Carried.
Field Captain's report (AJL)	Sir Walter Nash tournament approved by ANZ and up on OSA. A few entries coming in all ready. Russell – DOS, Hanlee and Neville judging. Fee \$80 which should cover flights and accommodation for Hanlee. 25 July – RMT at RAC 1 August – WAA600 at RAC Indoor numbers good. Consistently 10-12 attending. Will need new indoor targets next season. Report moved by EC. Seconded by NC. All in favour. No objections. Carried.
Progress on action items from previous meetings	1. Sign for gate and wrap for DOS box: Expenditure approved at March meeting. DOS box on hold as the adhesives don't do well in cold weather. To do in spring. Gate sign being made now. 2. 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. June update – CF as STB absent. 3. Stock take To complete a stocktake and update of assets register. AL to develop a quarterly maintenance schedule quarterly. Date reset to 26 July. 5. Permanent butts AL surveyed members re permanent butts. Motion: Based on member's survey feedback, proposed to have two targets at 30m with lockable covers. No extension to concrete shooting line required. All in favour, passed.

6. Additional container

July update – AA proposal emailed to members and feedback period closed on 30 June. AA to consolidate feedback for discussion and committee to vote on container next meeting.

7. Security system/Web cam

EC noted that data plan expired and very little data was used last month. AG to pick a data plan for \$35 per month to use going forward to be charged to club card.

MM put a camera is operational sign on the outside of container one. MM to organise signs for inside container one and two.

8. Bathroom

To install ventilation in the bathroom via putting in two passive fans in the bathroom and a transfer grill on the door. To also obtain quote for leak in container one at the same time. AG trying to source tradesperson to provide quote.

9. Bylaws and constitution

July update – Separate meeting held on 22 June to go through bylaws and to finish this exercise at the end of tonight's meeting. MM to consolidate feedback and email to committee.

10. Windsocks and flag pole

AL has purchased two world archery windsocks. Still to purchase a flag pole to put by RAC sign. AL identified that Flag Makers on Waione St is the best place to go. AL to send AG details and AG will pop in and have a chat with them.

11. Notice board in container 1

EC has obtained one from her work. Coordinating with STB to transport to club.

12. Arrow building workshop

AL has spoken to Steve Harding re running an arrow building workshop. They will coordinate dates. Likely held at Northland Community Centre.

13. AGM

Date set for 1 pm, Sunday 20th September. Fun shoot to be held in advance. To hold club champs prior a few months earlier. MM booked venue. AGM information to be emailed out to members.

14. Old BBQ

AG suggested we hold a silent auction for the old BBQ. No takers. To offer as free to good home and if still no takers, drop off to charity shop such as Free for All, drop off entrance at Armidale St, Petone.

	15. Timing lights Quote for lights has come back as more than anticipated. Pats Archery (Australia) quoted AUD \$7,013 for lights, shipping and insurance. By the time converted to NZD and import duties applied this equates to circa NZD\$9,900. To try and source a quote directly from the supplier, who has been unresponsive to date. Motion: To approve spending of up to \$10,000 on a set of timing lights for RAC. All in favour. Motion carried. MM raised the suggestion AL made that we should increase WAA600 or other shoot fees to contribute to cost of lights and the AC does not agree with this due to the strong financial position of the club. Committee agreed not to increase competition fees.	
General Business	1. Solar power AG has had a look at the system. All working well. Will print instructions off and put at range. May have had issues with bad weather and use of jug. To turn lights off when grotty weather and turn on when needed and make sure it is turned off when range supervisor is locking up. NC to see if he can make a cover so that only the on off switch accessible. AG – to email relevant parts of manual to keyholders. 2. Incident register MM to set up incident register to be held in desk in container one. 3. Workshop for key holders To hold a workshop or remind keyholders individually of keyholder duties. To consider what approach to take. 4. Coach vetting AG to look in VP emails to see if he can find record of the process (as no response from MW) and to organise vetting. 5. Pothole by gate MM to contact council. 6. Back corner safety tape AL raised investigating some metal stakes and safety tape for back corner of the range to use	Initials AG/NC MM AC MM AL

	when competitions are on as an additional H&S measure.	
Meeting closure	19.50 hours	
Next Meeting	7.00pm, 4 August 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