



ANNUAL GENERAL MEETING 2025 MINUTES (Draft)

Annual General Meeting held on Sunday 14th September, 2025
Moera Community Hall, 105a Randwick Road, Moera, Lower Hutt.

Present: Michele McGaughran, Lesley Walls, Emma Collins, Allan Atkinson, Liz Atkinson, Lisa Button, Naomi Button, Hamish Watt, Natalie Hay, Lucy Foster, Murray Forbes, Geoffrey Taylor, Anna Soo, Matt Waight, Alex Collett, Scott Taylor-Beech, Robbie Anderson, Adam Rosner, E'van Johnston, Alex Gillie, Vincent Drane, Karen Kroll, Neville Clark, Amy Lewis, Lucia Rowe, Jim Smith, Bernie Fraser, Daniel Glover.

1. Opening of the Meeting

Michele McGaughran (President) opens the meeting at 1:35pm.

2. Establishment of a quorum

A quorum was established.

3. Apologies

Apologies have been received from Luke Christie, Eddie Hawkins

4. Confirmation of SGM Minutes

Robbie Anderson moves that the minutes be accepted as a true and correct record. The motion is seconded by Vincent Drane. All in favour, no objections. The Minutes are accepted.

5. Previous AGM Minutes

Matt Waight moves that the minutes be accepted as a true and correct record. The motion is seconded by Anna Soo. All in favour, no objections. The Minutes are accepted.

6. President's Report

Michele gives the President's report, acknowledging the various events held during the last 12 months, and congratulating club members who have achieved success at regional and national tournaments.

Jim Smith moves that the President's report be accepted. The motion was seconded by Murray Forbes. All in favour, no objections. The report was accepted.

7. Financial reports

Emma Collins gives the Financial reports to go with the provided Balance Sheet and Profit and Loss report. A lot of time has been spent this year making sure all income and expenditure has been coded to the correct cost centre for more transparent reporting.

Murray Forbes noted that the Profit and Loss report includes an expenses entry under Xero Fees & Auditor cost centre, and advised that the word “Auditor” should not be used and should be replaced by “Reviewer” as the accounts have not been audited.

Amy Lewis and Bernie Fraser advised that Randwick Archery Club does not need to have its financial reports audited.

Emma will investigate whether it is possible to change the cost centre name without impacting previous reporting periods.

Alex Collett moves that the financial reports be accepted. The motion is seconded by Vincent Drane. All in favour, no objections. The reports are accepted.

8. Field Captain’s Report

Amy Lewis delivers the Field Captain’s report, congratulating club members who have achieved success at regional and national tournaments.

Particular highlights mentioned are Randwick’s hosting of the WAA Target Championships and the Archery New Zealand North Island Junior Target Championships.

Scott Taylor-Beech moves that the Field Captain’s report be accepted. The motion is seconded by Matt Waight. All in favour, no objections. The report is accepted.

9. Election of Officers and Committee Members

- a. **President** – Scott Taylor-Beech nominated **Michele McGaughran**, seconded by Geoffrey Taylor.
- b. **Vice-President** – Vincent Drane nominated **Matt Waight**, seconded by Jim Smith.
- c. **Treasurer** - **Emma Collins** remains as treasurer as this role has a two-year term
- d. **Field Captain** – Neville Clark nominated **Amy Lewis**, seconded by Allan Atkinson.
- e. **Secretary** – Amy Lewis nominated Lesley Walls, however she declined the nomination. Scott Taylor-Beech nominated **Anna Soo**, seconded by Alex Collett.
- f. General Committee Members nominated:
 - Neville Clark** was nominated by Amy Lewis, seconded by Allan Atkinson.
 - Scott Taylor-Beech** was nominated by Alex Collett, seconded by Neville Clark
 - Alex Collett** was nominated by Michele McGaughran, seconded by Scott Taylor-Beech.
 - Alex Gillie** was nominated by Amy Lewis, seconded by Emma Collins
 - Allan Atkinson** was nominated by Neville Clark, seconded by Amy Lewis.

The five nominations for general committee members were accepted and appointed.

10. Notification of Subscriptions and Fees

The Committee proposes that all membership subscriptions and fees remain unchanged at the same rate as those adopted in 2023. Club membership fees will continue to include affiliation to Archery New Zealand and the Wellington Archery Association.

Jim Smith moves the motion, seconded by Amy Lewis. All in favour. The motion is passed.

11. General Business

1. Confirmation of bylaws

The Committee requests that the AGM endorse and accept the bylaws as outlined in the AGM Agenda.

Murray Forbes moves the motion, seconded by Scott Taylor-Beech. All in favour. The motion is passed. The latest version of the bylaws will be effective from 14 September 2025.

2. Liz Atkinson asks why there was a fee for entering the Club Champs. She feels it is mean to charge an entry fee. Michele McGaughran and Amy Lewis explain that the fee is to ensure that entrants commit to the event and to cover costs of the lunch and medals.

12. Randwick Annual Prize Giving for 2024/25 Season

- a. Top Junior Boy – Alex Collett
- b. Top Junior Girl – Lucia Rowe
- c. Most Improved Male Recurve – E’van Johnston
- d. Most Improved Female Recurve – Natalie Hay
- e. Most Improved Girl – Lucy Foster
- f. Most Improved Boy – not awarded
- g. Archery in Schools award – Kyden Jacobsen
- h. Top Man Recurve - Vincent Drane
- i. Top Woman Recurve – Natalie Hay
- j. Top Compound Archer - Neville Clark
- k. Most Improved Compound Archer – Amy Lewis
- l. Top Coach – Robbie Anderson
- m. President’s Trophy – Anna Soo / Matt Waight

12. Close of meeting – 2:13pm