



## MINUTES OF MEETING

<b>GENERAL</b>	
<b>EXECUTIVE</b>	
Held 2/2/19 At Paringa Archers Club rooms at 5:30 pm	

Meeting Opened	Time pm by Roger Emery (Chair)	ACTION
<b>Attendance</b>	Present: Roger Emery, Jeff Garner, Geoff Dyer, Tim Smallbon, Dean Emery, Emma Hutchinson. Apologies: Nil	
Confirmation of Minutes from Previous Meeting	Moved, seconded ..... that the minutes of the previous meeting, as distributed, be confirmed. CARRIED	
<b>Business arising from the minutes:</b>	No previous minutes available.	
<b>AGENDA:</b> 1. <b>Come and try – marketing and growth.</b>	<p>Current decline of \$2000 over the last 2 years in profits. Increased marketing is needed to increase the profits. Come and try is the club's current main income source. No current advertising costs incurred.</p> <p>Currently seeking clarification regarding 12 week of temporary membership and ongoing come and try.</p> <p>Marketing: rewards system 'coffee card' 5 come and try with one free, total of 12 come and try.</p> <p>Facebook promotion with 'Share this post to win'</p> <p>Newspaper advertising costs – sport and clubs section</p> <p>Current registration process: happy with current registration – stay with 2 processes for the sat/wed night.</p> <p>Wednesday night: trial has been successful, has been successful increased numbers. Current process of Jeff, Shirley and Wal instructing causing over burden. Has been a good source of income and generated interest in archery on the Facebook page.</p>	<p>President to send email to AA regarding this.</p> <p>Dean to make up cards – work on marketing.</p> <p>Dean to investigate how this works.</p> <p>Dean to investigate process and costs.</p> <p>To rotate into teams for the Wednesday night. Roger to organise new teams to rotate on the Wednesday night.</p>
2. <b>Oz bow programme. AA new format Vs current clubs old format.</b>	Club has stayed with the old method with certificates as this is a more cost effective method. New members are given the new AA format with AA 10 steps of archery when they join the club.	To be further discussed at next meeting with new member's progression.
3. <b>Club caches for long bow and compound</b>	Paringa has always had a historic separation of the archery formats eg. Recurve and compound – AA endorses a club coach in all disciplines – there is no separation in these. Jeff is current Club coach and endorsed by AA for all disciplines. Any members wanting to further into the club coach role would be welcomed.	No action needed.

<p><b>4. Public relations officer definition of role.</b></p>	<p>Definition: the face of Paringa – promoting the come and try, groups and the open day as well as promoting achievements of the club, and increasing the profile of archery and Paringa within the community. Public relations officer has main control over running of the Facebook page with editorial rights. Currently no policy regarding social media and Paringa. Current Facebook editors: Richard G, Rolfe, Emma, Jeff, Dean, Paul k. these people to continue with posting photos and status update as necessary as well as helping to answer questions on Facebook messenger.</p> <p>President or public relations officer to have ongoing feature on the newsletter to inform current members of changes and upcoming events within the club.</p>	<p>Dean to write policy for social media. People who have editor rights to continue responding to messenger.</p>
<p><b>5. Target butt, indoor and outdoor.</b></p>	<p>Currently testing indoor prototypes – foam tests and ways to put this together.</p> <p>Currently talking regarding stramit costs with Hobart. BCE to replace current targets that need replacing in the short term. BCE centres will be replaced with next tournament in Feb 2019.</p>	<p>Geoff testing models. Long term solution for indoor to be found and in place for may tournament 2019.</p> <p>Jeff to organise and distribute stramit and BCE targets in short term.</p>
<p><b>6. Open day – marketing and publicity.</b></p>	<p>23<sup>rd</sup> March 2019. Lyons club is catering. To organise WayFM for marketing and publicity. Currently organising people for job – matching instructors.</p> <p>Corporate challenge idea to be further discussed once open day is organised and under way.</p>	<p>Emma, Roger, Dean and Tim to get people into roles and set up helpers to organise the day. Meeting 9/1/19 @ 530pm.</p>
<p><b>7. Executive committee – function, procedure and minuets.</b></p>	<p>Executive committee function is to oversee day to day running of the club, special meeting can be called as needed. General meeting can be called for special circumstances, no current need for general meeting biannually. Members are encouraged to speak with current executive team if they have problems, comments and praise for the club. This can then be taken to the monthly meetings.</p>	<p>Monthly meetings to be scheduled for Executive Committee. Special or General meetings can be called as required. Proposed: Roger Emery Seconded: Geoff Dyer and Jeff Garner.</p>
<p><b>TREASURER'S REPORT:</b></p>	<p>Treasurer reports that club is in good financial position – current rise in the membership price may cause some members no not renew, with this accounted for the club should still be ok financially. We have \$5000 put aside for the target butt project. No further reports at this stage – full end of year report is available from the AGM.</p> <p>Moved: Seconded:</p>	<p>Treasurer to continue good work.</p>
<p><b>CORRESPONDENCE:</b></p>	<p>Emails IN: nil Emails OUT: nil Other letters – Notices Moved: Seconded:</p>	
<p><b>GENERAL BUSINESS:</b></p>		

Website/Web-administrator	Report	
Come and Try		
Open Days		
Fundraising		
Sponsorship/Grants	Applied for:	
Meeting Closed	<b>Time</b> 7.06pm.	
Next meeting:	Venue: club rooms Date: Feb 13 <sup>th</sup> 2019 Time: 530pm.	
	Emma Hutchinson. 11/1/19	
	<i>Roger Emery</i> 14-01-2019	