



## MINUTES OF MEETING

<b>GENERAL</b>	
<b>EXECUTIVE</b>	
<b>Held at Newstead Pub at 7.30pm on 11th February 2019</b>	

Meeting Opened	7.35pm by Roger Emery (Chair)	ACTION
<b>Attendance</b>	Present: Roger Emery, Geoff Dyer, Jeff Garner, Tim Smallbon, Emma Hutchinson and Guest Andrew Fluck. Apologies: Dean Emery	
Confirmation of Minutes from Previous Meeting	Minutes of the previous meeting, as distributed, confirmed. CARRIED	
<b>Business arising from the minutes:</b>	Keeping members informed and for changes from the executive meeting.	Minutes currently posted to the website and advised in the newsletter. Minutes to be posted on the members notice board. Approved.
<b>AGENDA:</b> 1. <b>New members progression – Andrew Fluck guest.</b>	Current format of 12 week come and try with temporary membership is being used for ongoing access to the club, with people re-signing for another 12 weeks once the initial 12 weeks have been used. This results in people using club facilities on an ongoing basis without contributing to the overall running and upkeep of the club. This also creates an insurance issue, with AA only covering people for the initial 12 weeks of temporary membership as this is not an ongoing format.	Proposed change of current 12 week come and try to 8 + 4 week visits. The initial 8 weeks will be aimed at introducing the participant to the sport and encouraging improvement and fun in the club environment as well as getting comfortable with the sport of archery. The last 4 visits will focus on training with OZ bow that allows the participant to further their knowledge and technique – then on the 12 <sup>th</sup> week this can be an afternoon shoot with the members if they choose. A new process for the 12 weeks is to allow the 10 steps of archery to be introduced during the fun shooting, with more formal emphasis on instructing the temporary members through the 10 steps and coaching into the sport and membership of the club. A fee return incentive on joining for the first year on purchase of first bow when becoming a member.
2. <b>Shooting line cones</b>	Current come and try ground quivers are too hard to get into ground with bluestone on shooting line and hard ground, need alternative to this.	Safety cones purchased from RSEA safety to replace current ground quivers. To be modified to hold bows and arrows. To be kept in indoor. 30 purchased at cost of \$190. Approved.
3. <b>Mummy archery and play area</b>	Mummy archery group suggested, to increase community inclusion in the sport. Play area needed that is a safe place for kids to play while parents are shooting. Further development into a group session needed.	Play area constructed at back of indoor shed, carpet, time to construct and toys donated for the project. Currently erected. Fencing of area \$134. Approved.

		Emma to brainstorm group and marketing to get mummy archery group ready for April 2019.
<b>4. Indoor emergency exit and roller door</b>	Incident where member has emergency exit door propped open as was too hot to shoot indoor. Presents safety issue as public can enter from this access while archers are shooting	Chain put across door to advise outside public not to enter if the door is open. Door is to remain closed at all times. Chain put on the roller door behind shooting line. This door can now be opened 1m to allow ventilation in the heat – but cannot be open wide enough that a safety issue of people shooting from inside the shed onto the outdoor range. Approved.
<b>5. High Draw shooting early whistle blowing concerns</b>	High draw and early whistle blowing can happen on the line. Safety is everyone concern.	Early whistle blow and general safety review for all volunteers and instructors within the club to be reviewed as a group. High draw to be put in the newsletter and information provided on the notice boards. Offenders to be brought to the attention of instructor, coach, official or judge of Paringa to be reviewed. Once incident identified with executive committee – to be reviewed and action to be provided by executive committee. Approved.
<b>6. Website discussion</b>	Stuart Attenborough to do in his time. To wait and see if the platform is what we want.	In concept phase at this stage. Work in progress.
<b>7. West Tamar Council funding – indoor bows.</b>	West Tamar council provided \$3000 to extend range. Community officer has attended the range and advised that there is an \$5000 equipment grant that can be applied for.	Treasurer will apply for this grant application close end of march. Approved.
<b>8. Club meetings</b>	Feedback that people would like to still have club meeting for general members to attend and be included.	3 general meetings to be held a year, called by the president as a special general meeting to discuss decisions and take questions. Meetings to be organised and put into the calendar. These meetings need to have a 30% attendance of financial members to make decisions and will be held prior to scheduled Executive meetings.
<b>TREASURER'S REPORT:</b>	Bank \$8244 as of today. Groups and come and try making most of the money at the moment, however come and try revenue down on previous years.	Approved.
<b>CORRESPONDENCE:</b>	Emails IN: Emails OUT: Other letters – Notices Moved: Seconded:	
<b>GENERAL BUSINESS:</b>	Currently on track, waiting on gazebos. Games going well.	Ongoing process. Going well so far.
<b>1. Open day progress</b>	Dean not in attendance. Card released – 5 attendance then 1 free.	Successful card rotation so far.
<b>2. Come and try marketing progress</b>	Prototypes from foam 10mm – to light. Needs more density. Carpet trialled – good job. Still in trial phase	Still ongoing trial phase. Speaking to suppliers regarding product. Carpet ok for indoor, needs further investigation for outdoor.
<b>3. Target butt progress</b>	No reply on the email sent to AA regarding this. AA information and policy is clear around	12-week temporary membership will not be reset or extended past 12 week/visits. Current people over the
<b>4. 12-week insurance issue (see item 1 on agenda)</b>		

	temporary membership being for a 12 week/visits and cannot be extended past the 12 week/visits.	12 week allowance will be managed into membership if they wish to keep shooting. Current volunteers advised of this change with information and education session set for Saturday 23 <sup>rd</sup> at 12:30pm, attendance is encouraged. Approved.
<b>5. Social media policy.</b>	Dean Not present	Discuss next meeting.
<b>6. Groups feedback</b>	Positive groups feedback from Skye, Matt and Marcus Waddingham	Thank you to Jeff and Brian.
<b>7. Ticket to play</b>	AST state government to provide funding to clubs for children's participation in sports.	We fit current criteria and 12 week temporary membership can be applied to this. Still in the development stage waiting on further instruction from funding bodies.
<b>8. PCYC Tag archery</b>	PCYC running archery tag. Foam arrows shot at each other. AA has strict rules on what can be shot at. Concern that this is not an approved activity that AA would endorse. This activity is not run at Paringa and is not associated with Paringa.	President to email AA regarding regulation around this to make them aware of the programme as a courtesy. AA to make decisions regarding the programme.
<b>9. Bank details</b>	President and Secretary to become signatories on the bank accounts.	Club to come into line with constitution and get president and secretary as signatories on the accounts with treasurer.
<b>10. Medal on tournaments</b>	Medals must be provided - AA rules to validate a tournament. Prices for medals for tournaments investigated.	Geoff to total number of medals needed for tournaments over next 12 months and order them with best quality and price.
Website/Web-administrator	Report	
Come and Try		
Open Days		
Fundraising		
Sponsorship/Grants	Applied for: community sport infrastructure.	Round one grant application unsuccessful.
Meeting Closed	9.50pm meeting closed.	
Next meeting:	Venue: Paringa Club rooms Date: March 11 <sup>th</sup> 2019 Time: 7.30 pm	Following special general meeting
Secretary	Emma Hutchinson	15/02/2019
President	<i>Roger Emery</i>	15/02/2019