

# Samford Valley Target Archers

(Grange Company of Target Archers Inc.  
Incorporation Number IA14786 - ABN 63 639 289 573)

## MINUTES

### Management Committee

<b>Date</b>	22 December 2022	<b>Location</b>	Online via Zoom
<b>Meeting Opened</b>	19:32		
<b>Attendees</b>	Brian Hagaman (chair) Alison Hagaman Bruce Symes Craig Glasby Nick Horley Amanda Ament	<b>Apologies</b>	

#### Minutes of the previous meetings

The minutes of the previous meeting of 21 November 2022 had been circulated.

**Motion:** That the minutes as presented were an accurate record of the meeting

**Moved:** Amanda Ament

**Seconded:** Craig Glasby

**Motion Carried**

#### Treasurer's report

We are solvent and can continue to trade. The Treasurer's report was presented, accepted and payments due authorised.

**Motion:** That the Treasurer's report be accepted and payments authorised

**Moved:** Alison Hagaman

**Seconded:** Nick Horley

**Motion Carried**

The term deposit was renewed for another three months. The Community Benefit Gaming Fund for \$28k was acquitted today. The grant we were awarded for water from MBRC for \$2k has been received, we have currently spent \$1600.

#### Matters arising from the action register and the minutes

##### Matters arising from the action register:

Research still underway by the Committee regarding more efficient email filing. It was noted that the Field Improvement Grant will need to be acquitted, date required for completion mid next year. Contractor (Twin View Turf) yet to return to do the final heavy roll, Jon to discuss with them the levelling of the trenches. Letter of thanks to Jon from Committee has been drafted and will be delivered to Jon. The Committee authorised that the electronic payment method be moved to Square as Zella has not delivered on POS integration into the accounting package Quick Books. Bendigo is no longer associated with Tyro. Bendigo charges a fee for each transaction to us, so we

need a system which does not dump each small transaction into our account directly. Photo board will be updated for the current First Aiders. Weed removal planned for an upcoming Working Bee.

**Matters arising from the minutes:**

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**Correspondence**

See attached.

**Motion:** That the internal and inwards correspondence be accepted and the outwards correspondence be endorsed

**Moved:** Amanda Ament

**Seconded:** Alison Hagaman

**Motion Carried**

**Matters arising from Correspondence:**

Club will be purchasing a batch of 30 RH and 5 LH finger tabs for the club for \$10 each. Franz Roodt has returned to the club and is able to help on the Indoor roster again, currently a reserve. A follow up undertaken with Mates4Mates about the program held earlier this year, as at the time proposed a funded beginner's course, still in conversation with them to see if they propose a program for 2023. Our Annual Return has been submitted to the Office of Fair Trading.

**General business**

A suggestion from a member was discussed and will be actioned in due course. The drainage project has appeared to be very successful with no ponded water following a heavy storm. A member has requested a gate key, the Committee is currently considering this. Shade mapping has been conducted for the shade sails, given the angle of the shooting line and the variation of the solar angle through the year there will always be periods when the shades will be ineffective.

Blue Card Register has been reviewed. All coaches and necessary office bearers have a Blue Card. Roster has been issued, will be uploaded on the website.

Calendar for 2023 has been finalised. Have shifted the Monthly Club Tournament in August to the August Show Day as the AQ Tournament was shifted.

A grant is opening up from MBRC at the end of January 2023 for up to \$145k. Looking into a number of options: concrete pathway from the West Shed to the West Field shade, concrete pathway from the West Shed to the Mid Field shade, extend the crusher dust waiting area in the mid field, extension to the shade sails further along the Mid Field.

Strategic Plan to be reviewed with a session with members next year.

Success of the Nationals was discussed. Will hold a session shortly with the key Nationals team leaders to obtain feedback on the running of the event.

On Saturdays, the Committee decided as a trial to hold Archer's Diary registered Saturday Club Shoots in the afternoon, retaining Ozbow in the morning, and holding Monthly Club Tournaments on either mornings or afternoons, as in the 2023 Calendar.

Annual Champions and Awards for 2023 to be on similar basis as 2022.

Samford SS program proposal - \$3000 for 20 Grade 6 kids over 10 weeks, using SQAS equipment with SVTA targets. SQAS would engage a coach, and SVTA would be paid \$1700 for the program. SQAS and AQ are on board. Kids who want to join the club afterward would be accepted as members without needing to do a Beginner's course.

Other schools programs may emerge – The Gap SS expressed interest, and a program at Genesis is likely in the second half of next year.

Coach Ya Ping Shih may be available for expert coaching. Committee to investigate and discuss with Club Coach the potential for a program.

Discussion with the Club Coach required regarding planning for the young archers coming out of the You42032 program and what the club can set up in 2023.

Annual Safety Audit will be scheduled for January.

End of Year Function was a success, the Committee thanks Nick Horley, Bruce and Judith Symes for organising this. Similar event is planned for 2023.

Next two committee meetings rescheduled . Next meetings will be 19 January 2023, 16 February 2023.

#### Other general business

<b>Next meeting date</b>	19 January 2023	<b>Location</b>	Online via Zoom
<b>Meeting Closed</b>	21:33		

## Volunteers

- Management Committee
  - Brian Hagaman
  - Nick Horley
  - Amanda Ament
  - Alison Hagaman
  - Craig Glasby
  - Bruce Symes
- Mowing of the fields, clearing the dots, purchasing the fuel, arranging the servicing of the mower
  - Patrick Barden
  - Dave Arrowsmith
  - Paul O'Brien
  - Bart Brameijer
  - Scott Brice
  - Andrew Armstrong
- Club Coach
  - Darren Brack
- Coaching
  - Darren Brack
  - Alison Hagaman
  - Brian Hagaman
  - Nick Horley
  - Scott Hagaman
  - Evan Fisher
  - Amanda Ament
  - Scott Brice
  - Bronwyn Healing
  - Sandy Dunstan
  - Matthew Nimmo
  - Steve Bennett
  - Don Vanderzee
  - Jon Williams
  - Toni White
  - Andy Woodhouse
  - Steve Moss
  - Delia Evan
  - Bob Thompson
  - Craig Glasby
  - Colin Tyack
- Para and VI coordination
  - Craig Glasby
- Arrow makeup and repairs, members arrows
  - Dave Arrowsmith
  - Evan Fisher

- Bow maintenance
  - Patrick Barden
- Assisting archers with disabilities
  - Craig Glasby
  - Alison Hagaman
- Beginner's courses and Mid Field coaching and DOS
  - Darren Brack
  - Nick Horley
  - Scott Hagaman
  - Evan Fisher
  - Amanda Ament
  - Scott Brice
  - Bronwyn Healing
  - Alison Hagaman
  - Brian Hagaman
  - Sandy Dunstan
  - Matthew Nimmo
  - Steve Bennett
  - Don Vanderzee
  - Jon Williams
  - Toni White
  - Andy Woodhouse
  - Steve Moss
  - Delia Evan
  - Bob Thompson
  - Craig Glasby
  - Colin Tyack
  - Patrick Barden
  - Dave Arrowsmith
  - Trevor Clark
  - Bart Brameijer
  - Bruce Symes
- Beginner Certificates
  - Evan Fisher
- Wednesday Evening Indoor
  - Scott Hagaman
  - Bart Brameijer
  - Emma Crouch
  - Michael Schilling
  - Grant Crawley
  - Mark Logan
  - Brian Hagaman
  - Frans Roodt
- Inductions of members
  - Darren Brack
  - Nick Horley
  - Scott Hagaman

- Evan Fisher
  - Amanda Ament
  - Scott Brice
  - Bronwyn Healing
- OzBow sessions
  - Colin Tyack
- Records, badges and medals
  - Bob Thompson
  - Rob McMillan
- Saturday Club Shoot rounds per calendar
  - Bob Thompson
- Annual events and shooting calendar
  - Brian Hagaman
- Setting up events and rounds in Archers Diary
  - Bob Thompson
- Uniforms
  - Judith Symes
  - Alison Hagaman
- Scheduling and rosters
  - Brian Hagaman
- Replenishing sanitisers, paper towels and toilet paper
  - Contractor
  - Delia Evans
- Cleaning toilets, kitchen and indoor
  - Contractor
- Hygiene services
  - Contractor
  - Judith Symes
- Canteen supplies
  - Scott Hagaman
- Judging at club events/QREs
  - Alison Hagaman
  - Brian Hagaman
  - Bruce Symes
  - Mark Logan
  - Peter Clark
  - Strafford Stark
- Newsletters
  - Jo Grosvenor
  - Nick Horley
- Weekly Email
  - Brian Hagaman
- Web master and content management
  - Grant Crawley
  - Bronwyn Healing
- Facebook
  - Evan Fisher

- Nick Horley
- Publicity Office/Photographer
  - Evan Fisher
- IT systems e.g. sign-in, Indoor Timing etc
  - Darren Brack
- Line marking of the fields
  - Working bees
  - Patrick Barden
  - Dave Arrowsmith
  - Trevor Clark
  - Bob Thompson
  - Andrew Armstrong
  - Brian Hagaman
- Repair and maintenance
  - Patrick Barden
  - Dave Arrowsmith
  - Trevor Clark
- Target face patching
  - Working bees
- Records, score sheet processing, submission of record claims, ordering and presenting awards/medals
  - Bob Thompson
- Annual Champions
  - Scott Hagaman
- Annual Trophies
  - Brian Hagaman
- DOS training
  - Bruce Symes
- Treasury, banking, BAS reconciliation and other financial processes
  - Alison Hagaman
- Council liaison and Grants Coordination
  - Brian Hagaman
- Capital Project Management
  - Jon Williams
  - Brian Hagaman
- Capital Project Plans
  - Don Vanderzee
  - Nick Horley
- Safety audits
  - Nick Horley
  - Bruce Symes
  - Scott Hagaman
- Compliance with regulations
  - Management Committee
- Member protection
  - Bruce Symes
  - Alison Hagaman

- Blue Card Register
  - Brian Hagaman
  - Management Committee
- Field Captain, safety and control
  - Bruce Symes
- Safe equipment operating procedures
  - Nick Horley
- Event preparation
  - Brian Hagaman
  - Alison Hagaman
  - Working bees
- Target butt rotations, and re-layering the indoor targets
  - All members
- First aid
  - Steve Bennett
  - Don Vanderzee
  - Toni White
- End of Year Function
  - Bruce Symes
  - Judith Symes
  - Nick Horley
  - Alison Hagaman