

# Samford Valley Target Archers

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

## MINUTES

### Management Committee

<b>Date</b>	21 May 2025	<b>Location</b>	Online via Zoom
<b>Meeting Opened</b>	19:03		
<b>Attendees</b>	Brian Hagaman (chair) Alison Hagaman Andrew Armstrong Craig Glasby Nick Horley Amanda Ament	<b>Apologies</b>	

#### Minutes of the previous meetings

The minutes of the previous meeting of 16 April 2025 had been circulated.

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

**Moved:** Amanda Ament

**Seconded:** Nick Horley

**Motion Carried**

#### Treasurer's report

Incomings this year have totalled approximately \$57k, outgoings approximately \$65k, running at a slight deficit. Within this was the purchase of the new target butts, the backing of the west shed wall and the new shelves in the mower shed.

**Motion:** That the Treasurer's report be accepted

**Moved:** Alison Hagaman

**Seconded:** Craig Glasby

**Motion Carried**

**Motion:** That any expenditures since last meeting be ratified

**Moved:** Alison Hagaman

**Seconded:** Craig Glasby

**Motion Carried**

By the end of June the club should know the outcome of the grant for a new mower. The grant is for the value of \$32k. If we don't succeed with the grant, the Committee is looking at the options using club funds.

The club has received approval for a new storage shed. The Committee is intending to apply for a grant for the construction, which would cover 75% of the cost, the club to pay the remainder.

With the upcoming project of joining the sheds, the Committee is aiming to have a contingency sum of \$30k available.

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

#### Matters arising from the action register:

The new cardboard for target faces has been purchased and delivered. The alterations to the water tank overflow look neat, waiting to see how it performs during heavy rain.

#### Matters arising from the minutes:

The safety items from the recent audit were discussed and actions were assigned on each item.

### Correspondence

Mark Logan is now our Club Recorder. A Women and Girls day out is planned for June 22. The Committee records its thanks to Scott Brice for picking up the new order of cardboard. A request was made to use our grounds to land a Scouts helicopter and display it for scout members, but coincided with a beginners course, and we would have required council approval and checked insurance requirements etc. so request was denied.

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

**Moved:**

**Seconded:**

**Motion Carried**

#### Matters arising from Correspondence:

### General business

Dave Arrowsmith was starting the brush cutter which kicked up and struck his leg leaving a bruise. The Club will move to electric where possible, but retain the petrol brush cutter for use when necessary.

The shed joining project is now shovel ready, with finalisation of the detailed design. The project has been handed to the delivery team within MBCC, but too soon for a PM to be allocated.

Budget has been allocated over two financial years, so construction period anticipated to be in 2027. A possibility exists for the project to be delivered earlier.

We have received the IWA for the new storage shed. Early activities can now be undertaken.

MBCC have completed a safety audit, we are awaiting the report.

MBCC pest inspector has visited the club, all clear.

### Other general business

The key to the arrow saw is going to be moved out of the Coaches' Cupboard to the cupboard adjacent so it is more accessible as a trial. Club members will be reminded to only use the equipment if they are inducted.

<b>Next meeting date</b>	18 June 2025	<b>Location</b>	Online via Zoom
<b>Meeting Closed</b>	20:25		

### Compliance parking lot

Item	Recurrence interval	Submit to	Due date
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Financial Audit	Annual	AGM	AGM
Declaration of payments to committee members	Annual	AGM	AGM
Return to Office of Fair Trading with audited annual financials	Annual	Office of Fair Trading	Post AGM
Self assessment of NFP status	Annual	ATO	
Contents insurance	Annual		
AA liability insurance policy	Annual	MBCC	1 March
Lease renewal	10 yearly		
Safety audit	Annual		January - March