

# ARCHERY WESTERN AUSTRALIA

## EXECUTIVE COUNCIL MEETING

### MINUTES OF MEETING HELD ON 17 NOVEMBER, 2014

<b>Present</b>	Deonne Bridger	President
	Eric Zhou	Treasurer Elect
	David Wray	Secretary/ Yokine
	Anne Busby	Melville/ Webmaster
	David Crabtree	Benara
	Kevin deRozario	Pioneer Archers
	Carol Harvey	KGSA
	Jon-Paul van Leonhout	Vice President/ Northern Pines
	Robert Timms	Whiteman Park
	Kevin deRozario	Pioneer Archers
	Jason West	Amateur Archery Centre
	Dale Noonan	Archers of Greenwood
	Trevor Greenham	Medals Coordinator
	<b>Guests</b>	Phil Arthur

**Apologies** Clair Lee (BOM), Michelle Francis

#### 1. OPENING

The President declared the meeting open at 7:30 pm.

#### 2. MINUTES FROM PREVIOUS MEETING (October 2014).

**Motion:** That the minutes of the previous executive meeting held in October be accepted as a true and accurate record of the meeting.

**Moved:** David Crabtree      **Seconded:** Jon-Paul van Loenhout

**Vote:** Carried

#### 3. BUSINESS ARISING FROM THE PREVIOUS MINUTES.

##### 3.1 AWA attendance at SHOT expo – David W (October)

Completed. Deonne noted volunteers will be needed to help man the AWA booth (6 and 7 December ).

##### 3.2. Nominations/ ratification for 2014-15 vacancies (AGM) \*

3.2.1 Treasurer – Deonne introduced Sunwei (Eric) Zhou to the meeting. Eric was selected from a pool of suitable volunteers. Eric is a practicing CPA and looking forward to supporting Archery WA as a developing NFP. Noting the endorsement granted through the recent AGM, members welcomed Eric to the role, effective immediately.

3.2.2 Other positions – Deonne noted a number of other positions are vacant and called for nominations from the floor.

- Anne Busby has formally nominated as Webmaster
- Carol Harvey as WA Sports Federation; WA Olympic Council delegate; and Commonwealth Games Association delegate
- Trevor Greenham agreed to act in the position of State Recorder until such time as a permanent nomination is received.

- David Wray will continue to act as WA Shooting Assoc. (Complex Management Committee) delegate, occasionally sharing the role with Deonne Bridger and Phil Arthur of Benara
- Other appointed positions remain vacant.

### 3.3 MoU with clubs –Trevor G.

Trevor noted this is nearly completed – aiming to present to next meeting

**ACTION** – MoU update to next meeting.

3.4 Archery Park safety audit – Michelle Francis (Development Officer) – Completed. (Deonne to confirm.)

### 3.5 Tournament Register – Trevor G

Meeting discussed that the AWA Policy could be modified to reflect Tournaments include only AWA Championship events, QREs and other competitions meeting AA registration requirements.

**ACTION** – Trevor to prepare Draft Policy for consideration at next meeting.

3.6 Electrician for kitchen – Deonne noted an electrician recently inspected the kitchen area. The Bain-marie is unsafe but otherwise ok.

### 3.7 Plumber – Held over

Deonne has assigned to Michelle, but unsure of status.

**ACTION** – Held over.

### 3.8 National Matchplay series host nomination – Completed

Deonne reported the event has been registered with AA for 7 and 8 February 2015.

### 3.9 WA Archer Dropbox

JP noted this was not done, and he has instead made individual arrangements to access photos

### 3.10 State medal orders (collect at the Sept AWA event) - Completed

### 3.11 Purchase of Starter targets – Starter targets were recently demonstrated to Mary and David.

David noted snake and Internature bows at max 18pnd penetrated slightly when using thick arrows, however appear suitable for beginner use (Archery Park trailer).

Council also noted bows need to be replaced after the theft of the trailer earlier this year. Deonne advised a deal is available short term on Snake bows including four arrows and safety equipment for only \$60.

**Motion 1:** That Council approves purchase of 8x Elevens Starter Targets at approx. cost of \$680, to be used by Archery Park trailer

**Moved:** Dale Noonan                    **Seconded:** Carol Harvey

**Vote:** Carried

**Motion 2:** That Council approved purchase of 10x snake bow packages at approx. cost of \$600. To be used by the Archery Park trailer

**Moved:** Carol Harvey                    **Seconded:** Dale Noonan

**Vote:** Carried

**3.12** Web-hosting options – Anne noted the current contract expires in December. There are limited replacement options if we also seek email hosting, which is recommended, however can be purchased very cheaply – within delegations. The meeting noted the IMG database may provide an alternative email distribution system – Anne will check this out but otherwise agreed that a new host is secured.

**ACTION:** Anne to progress and change web-host on ‘best price’ basis.

**3.10** WASF and WASA Nominations – Completed. Deonne noted AWA is invited to send representatives in addition to the nominees (Robert Timms and Liam Boyle). Council accepted nominations from Carol Harvey, with one other yet to be determined.

**4. CORRESPONDENCE** – Report distributed prior to meeting and accepted by members.

## **5. REPORTS – EXEC**

**5.1 President:** Deonne reported as follows:

- WA team performed well at recent Nationals, however let down by inability to field a full team, particularly in Masters category.
- Working with Michelle to navigate another DSR Consultant change.
- Michelle and Deonne intend to visit clubs over the coming months. Michelle has already started visiting regional clubs.
- Working with Michelle to develop a Corporate Sponsorship package.

### **5.2 Vice President**

JP reported the Zombie Shoot went off very well, with other 45 archers in attendance as well as many spectators. Good fund-raising opportunity as well as a more social shoot as requested by members. Looking to repeat in near future.

**5.3 Treasurer:** See attached.

Eric presented account statements, noting there are still several incomplete October daily sheet returns yet to be reconciled.

Deonne commented that Archery Park deficit is due to invoices not yet issued for schools work – should be reflected in next months’ statements.

**Motion:** To accept the reports.

**Moved:** Eric Zhou

**Seconded:** Jon Paul van Loenhout

**Vote:** Carried

## **6. REPORTS - OFFICERS**

**6.4 Registrar - Vacant**

**6.5 Recorder** – Records now complete to end of August. Fiona Hyde has taken over role of National Recorder.

**6.6 Juniors Coordinator - Vacant**

**6.7 Tournament Chair** – JP discussed fees and prize money being offered by other RGBs for upcoming National Series.

**Motion:** That Council approves entry fees for the WA event at \$15 for unofficial practice and \$50 for Matchplay and That Council approves prize monies for the WA event at \$500 1<sup>st</sup>; \$300 2<sup>nd</sup>; and \$200 3<sup>rd</sup>, with additional percentage of prize pool to be determined based on size of the pool.

**Moved:** Jon-Paul van Loenhout

**Seconded:** Kevin deRozario

**Vote:** Carried

JP also noted the draft 2015 Calendar has been prepared, but waiting on clubs to advise on a range of events.

**ACTION** - All clubs to advise the Events Coordinator of hosting proposals by Sunday 30 November

Finally, JP also noted he would like to see the WA Cup reintroduced to the 2015 series.

**ACTION** – Proposal to next meeting

**6.8 Judges Administrator** – *Vacant*

**6.9 Equipment / Property Officer** – Robin advised all going well, however recommends the Laser jet printer in DOS is binned and replaced with a smaller, portable Ink-jet printer. Council endorsed within delegations with no requirement for motion.

**ACTION** - Robin to source replacement printer.

**6.10 State Coach** – *Vacant*.

**6.11 Coaching Administrator** - *Vacant*

**6.12 Development Officer** – See written report, attached

**6.13 WA Archery Editor** – Jon Paul noted Spring edition recently published with positive feedback. Looking for next edition articles. David requested an article on 50-year Volunteer Badge recipients.

**ACTION** – David to send background info to JP.

**6.14 Selection Committee Chairperson** – Trevor reminded clubs that State Youth Team shooting records must be submitted by 7 January 2015.

**6.15 Medals Coordinator** – Now all up to date

**6.16 WASA Delegate** – David noted WASA have approved planting and watering of trees.

**6.17 Archery Park Manager** –No report

**6.18 WA Sports Federation Delegate** – Nothing to report

**6.19 WA Olympic / Commonwealth Games Delegate** – Nothing to report

**6.20 Fundraising/ Anti Doping** – *Vacant*

**6.21 Public Relations** – *Vacant*

**6.22 AWA Website Manager** – See 3.12, above

**6.23 Marketing & Development [MAD] Committee Mad Committee** – Deonne noted MAD Committee will be reconvened with new membership and meeting on a different day. EOI to be sent by Michelle.

**Motion:** To accept the reports.

**Moved:** David Crabtree

**Seconded:** Dale Noonan

**Vote:** Carried

## 7. AGENDA ITEMS

7.1 - 2015 Events Calendar – see 6.7, above

7.2 – Maccabi – New Club Proposal

Council discussed revised paperwork submitted by Maccabi Sport and Recreation, seeking endorsement as an AWA affiliate. Members noted that while the proposed clause addressed the issue of fees, it did not fully address the issue of reporting relationships. It was agreed Trevor Greenham would contact the proponents to discuss these matters.

**Motion:** That Council approves application for Maccabi Sport and Recreation Inc application for membership, noting further refinements to constitution may be negotiated.

**Moved:** Jon-Paul van Loenhout

**Seconded:** Rob Timms

**Vote:** Carried (For = 5 votes; Against = 3 votes; 1 Abstain)

7.3 – 50-year badge Volunteering badge nominations

David advised nominations were progressed out of session for:

- Coral and George Daindridge (Bunbury Club)
- Keith and Edna Gaisford (Baldivis Club with support of Archery WA)

Recipients have been approved and will be presented their badges at a special presentation on 10 December.

Congratulations to all four recipients!

7.4 - David noted WASA have given approval to pay 50% of costs to repair the AWA bore electrics, noting an electrician report that repairs are essential.

<b>Motion:</b> That Council pre-approves expenditure of \$2935 for repairs of bore electrical system.		
<b>Moved:</b>	David Wray	<b>Seconded:</b> Carol Harvey
<b>Vote:</b> Carried		

**8. GENERAL BUSINESS**

**8.1 State Team reimbursements**

- Deonne sought approval from Council to reimburse registration fees of team members who apply, noting three have so far been received. Council approved without need for Motion.

**8.2 Club Reports**

- David Crabtree requested spraying of weeds, noting Ian May prepared to arrange.

<b>Motion:</b> That Council approves expenditure of \$1000 for weed spraying		
<b>Moved:</b>	David Crabtree	<b>Seconded:</b> Carol Harvey
<b>Vote:</b> Carried		

David Crabtree also requested Council endorse Benara investigating replacement field butts ahead of 2015 field events. It was suggested that 12 new Danage butts are sourced, supplemented by existing stock. This option would require storage when not in use. Council endorsed this approach for further discussion at next meeting.

**9. CLOSE**

The meeting was closed 10:00pm.

**10. NEXT MEETING**

Next meeting is to be held on Monday 15 December, DSR Office, Leederville. Commencing at 7:30 pm, finish by 9pm.

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Deonne Bridger  
President

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David Wray  
Secretary

Date .....

Date .....

**Development Officer & MAD Report**  
**17 November 2014**  
**Michelle Francis**

Currently working with Mary to review and change the payment for bookings. There have been a large number of school bookings within the last 2 months but the cost has been inconsistent with each booking due to not having a standard formula or guidelines in place. Will be doing a large school promotion in February when school is back so need to finalise all these elements right now before any marketing has started. This will also apply to birthday party and corporate group bookings.

Investigating what will make Archery WA more attractive for bookings. Browsing what merchandise that will be sold will be popular as well as what equipment, promotions, targets will add something extra to the venue so Archery WA can offer more than what is already being offered. Have been brainstorming with ideas to help the development of archers from “come and try” to participating in clubs and shoots. Perhaps once a month have a coaching weekend so those wanting to compete at shoots and events will have the qualifications. Ideas will be discussed with the MAD committee.

Due to unavailability with Monday nights as it is my non Archery WA day which means I have to be available for my other job which has involved a shift every Monday evening I can no longer attend MAD committee meetings. So I want to change it to a day where I am working for Archery WA such a Thursday night. As being a new committee I will also advertise for a new MAD committee and ask who is interested to be a part of the marketing and developing of archery to join the committee. With the change the Thursday's this means I can chair and attend the meetings. Hope to have the first new MAD committee met and established before Christmas break.

I have contacted AMF Bowling Morley for free gift vouchers priced at \$20 this are aimed for kids. I want to encourage a stronger communication link with myself as the development officer and the clubs. So looking at whether to have a “Star of the week” program where clubs can submit a star shooter whether they have achieved a personal best, high overall score or have improved in order to receive the certificate. With school ending soon this will sure to be a popular initiative for clubs so kids will keep coming to the club and are also rewarded for their improvement and good work with the sport, to do an activity during the school holidays.

The 2014 Shot Expo is on the 6<sup>th</sup> and 7<sup>th</sup> of December. All paperwork has been submitted plus payment. Will be briefing the volunteers who are attending the day to be behind the booth or activity range as to how the day will run. This will be done after I have spoken to the planners of the exhibition. Advertising of the Shot expo and Archery WA attendance will start next week.