

**ARCHERY SOCIETY OF WESTERN AUSTRALIA
EXECUTIVE COUNCIL MEETING
MINUTES OF MEETING HELD ON 15th February 2010**

Present	Deonne Bridger	President
	Kevin Cottier	Vice President
	Alison Andersson	Secretary and Gosnells Delegate
	Sue Gliddon	Development Officer, Registrar and Woody Delegate
	Lin Fritschi	Selection Committee Chair
	Harry Hickson	AAC Delegate
	Anne Busby	Web Master and BOM Delegate
	Carol Harvey	Olympic & Commonwealth Games / KGSA Delegate
	Allan Tew	WASA Delegate
	Shelley Cox	Recorder
	Trevor Spong	Equipment Officer
	Ian May	Benera Proxy Delegate
	Chris Lowe	Archery Park Treasurer

Apologies

David Crabtree, Daniel Tew, Ken Birch.

1. Opening

The President declared the meeting open at 19:32 (7:32pm) hours.

2. Minutes from Previous Meeting (Jan 10)

Moved Carol Harvey, seconded Kevin Cottier that the minutes from the previous meeting are accepted as read. CARRIED

3. Business Arising from the Previous Minutes

4. Action Plan (See Attached)

5. Correspondence

5.1 Inwards – distributed

5.2 Outwards – Nil

6. Reports

6.1 President

- No Report

6.2 Vice President

- South Perth council application has been submitted for the WA Cup Final.

6.2 Treasurer - report distributed

(Moved: Alison Andersson Seconded: Kevin Cottier)

6.4 Registrar – report distributed

6.5 Recorder – no written report

- Need to create a new card for name change. Once the new cards are ready, will need to go to a printing agency for printing.

6.6 Junior Coordinator position vacant

6.7 Tournament Chair / Grand Prix Coordinator *absent / no report*

6.8 Judges Administrator – *absent / no written report*

- Planning another Judging course this year. Will inform committee of date.

6.9 Equipment Officer – *report distributed*

- Stramit has arrived and is sitting on the veranda on a pallet. Space has been created in the shed and will be using the WASA fork lift to move pallet into shed.
- Tender has been sent out for faces to be used during the Junior National. All of the faces are part of the tender. Need to go back and ask for better pricing on two of the responses.

6.10 State Coach – *absent / no report*

6.11 Development Officer – *report attached*

- Working with Chester to get funding for the Judging Course;
- Sent out letters to coaches who's accreditation expired last year.

6.12 WA Archer – *absent / no report*

6.13 Selection Committee – *no written report*

- Sent out letters to all Juniors who qualified for the State Team;
- Extended entry date for Senior Team.

6.14 Medals Coordinator – *absent / no report*

6.15 WASA Delegate – *No written Report*

- WASA has requested to remove the Light Pole that fell down and to cap off the pole. We have stated that we want the pole replaced.
- Just completed audit of the facilities. AWA has not received a copy of the report;
- WASA is using the water from our boar for other work on site. WASA will re-imburse us financially;
- WASA open Day will be held on the 17th October 2010;
- Will look at running a tournament on the same day;
- AWA will need to inform WASA about how we are intending to participate.
- The Ground Manager will be retiring in October. Position is now available.

6.16 Archery Park – *No written Report*

- Chris raised the issue of wanting to handle all aspects of the AWA Treasurers role and not only the book keeping side;
- Deonne pointed out that Sue is a Part-time employee of AWA and is therefore undertaking the role of the treasurer as it is part of her job description;
- Deonne pointed out that the role is for the Park Treasurer and not the AWA Treasurer. She also pointed out that Chris was to start with handling the Book Keeping work, before being given other duties;
- Deonne and Chris will discuss.

6.17 WA Sports Federation – *No Report*

6.18 WA Olympic / Commonwealth Games Delegate *no report*

6.19 Fundraising / Anti-doping Chairperson *no report*

6.20 Public Relations *absent / no report*

6.21 Marketing & Development [MAD] Committee – *no report*

6.22 Operational Report [MAD committee] – *no report*

6.23 ASWA Website Manager – *No Written Report*

- Still working on the new Web Page;
- Anne asked that people please use the Web Master address instead of individual address, when they want to communicate with her.

6.24 National Committee - *Report distributed*

Moved Lin Fritschi, seconded Anne Busby that the executive council resolves to accept all reports as submitted. CARRIED

7 Agenda Items

7.1 Maintenance to Building and Furniture

- Sue raised that we need to undertake major building maintenance. We especially need to replace the Tables and chairs in the building.
- Sue showed the committee an example of the chair she is recommending. The Committee agreed to purchase 50 chairs at \$39.00 each (\$1,950.00 expenditure);
- Sue showed the committee a picture of the recommended Table which is 1200 x 1800. The committee agreed to purchase 6 Tables at \$183.00 (\$1,098.00 expenditure).
- Will look at purchasing two couches.
- The proposed budget for the furniture replacement is \$4,000.00. The budget was unanimously approved.
- The present furniture will be moved to the DOS's office.
- Sue raised the issue of the toilets needing to be re-painted due to water damage. Sue will get a painter in to undertake the repairs.
- Sue will also look at getting in a workman to undertake general maintenance work.

7.2 Locks

- The replacement of the locks will cost \$640.00 for one master key;
- Sue raised that Sorrento would prefer that their room be excluded from the lock change.
- The committee agreed that all locks must be changed except for the WAFBH Room and any electrical cabinets.

8 General Business

8.1 Car Parking – Sue G

- Sue raised the issue that the Archery Park Manager does not know when people are on site if they park near the Sorrento Shed;
- Everyone visiting the Archery Centre (including the two resident clubs) need to be informed that they must park their cars in the Parking area and not near their sheds. Only exceptions will be handicap shooters vehicles at events.

- Also anyone attending the Archery Centre to shoot must inform the Archery Park Manager (when they are on site) that they are on site and a sign should be put out if the club member is shooting out of a shed.

8.2 Constitution Changes– Lin F

- Lin raised that we need to make two minor changes to the constitution to bring it is line with requirements;
- Changes have been sent out to all clubs;
- Request a Special General Meeting to be held at next meeting date;
- Sue raised that we also need to appoint an Auditor and the meeting can be used to accept the auditor;
- Meeting will be held at 7pm before the Executive Meeting.

8.3 State Uniforms – Sue G

- Sue needs to look at mailing out the sizings;
- Sue wanted to know what should be embroidered on the Shirt and jacket.
- It was agreed that the Archery WA log should be used on chest (left hand side) and on the right sleeve.
- The jacket should remain as the WA emblem.

8.4 Battery Charger – Trevor S

- A Battery charger is required to be purchased. The cost will be between \$100-\$150. The committee gave approval for the expenditure.

8.5 Archery Park - Kevin

- MAD committee has proposal for getting a manager for the Archery Park has been sent out. Would like to get acceptance of proposal.
- Need to advertise for a person and they will need to apply for the position.
- Position is paid for and looking at person extending the role to schools etc.
- Proposal was presented and vote called. Unanimously accepted.

9. Closure

There being no further business the President declared the meeting closed at 21:24 hours [9:24 pm].

10. Next meeting

Next meeting is to be held on Monday 15 March 2010 at Dept of Sport & Recreation Leederville [free onsite parking available at venue], commencing 1930 hours [7:30pm].

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 Deonne Bridger
 President
 Date.....

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 A Andersson
 Acting Secretary
 Date.....

Attached: ASWA committee meeting Action Plan – February 2010

ASWA committee meeting Action Plan – February 2010

No.	Month / Clause	Task / Topic	By Who
1	Apr / 5.8	Perpetual Trophies – Honour Board ready. Honour Board on its way.	Chester Gibson
2	Apr / 5.10	Target stands – <i>Stands will take too long to finish. Will leave as is until after the Nationals</i>	Trevor Sprong
3	May / 5.7	Service of vehicle at Archery park – Passed last meeting – Mechanic will be on site in February	Sue Gliddon
4	May / 7.1	ASWA Trailer – upgrade of trailer – Ongoing – Allan suggested it would cost about \$3K to patch the trailer up. The base of the trailer is sound but the structure put on later is not.	Sue Gliddon
5	May / 7.4	Reports to ASWA secretary 10 – 14 day s prior to upcoming meetings - Ongoing	Secretary
6	May / 7.5	Weed reduction at Archery Park – Ongoing – Bindi kill does work. The weed looks like wire weed. Price to spray is about \$900.00. Ian May has sent picture to Department of Agriculture to get clarification.	V Pres / AP Manager
7	June/ 6.1	State Records accessibility on website – Ongoing – Anne is still waiting on the new Website to be ready.	Anne Busby
8	June/8.4	Investigate alternative material for targets. Evaluate cost and storage then present to council – Ongoing. New Trial Target has arrived. Approx. cost \$550.00 per target. Kevin has shot approximately 500 arrows into target and it is holding up well. The Back drop for the target is expensive (Kevlar), looking at other materials.	Deborah Mason
9	August/8.5	Key Registry and Locks – Ongoing – Price has been supplied to AWA. WASA has been notified and will be brought up at the next meeting	Sue Gliddon
10	Sept/6.16	Archery Park Proposal - Mary Chambers is presently looking after the Archery Park. Proposal was approved by AWA meeting.	Kevin Cottier
11	Oct/4	Updating of By-Laws – Work in Progress	Lin Fritschi
12	Feb/6	Fertilising of Ground	Deonne Bridges