May Committee Meeting   
held on: 11/05/2023 18:30

## Attendance

### Present:

|  |  |  |  |
| --- | --- | --- | --- |
| Ian Crawford |  | Wayne Williams |  |
| Gary Hobson  Drew Norrell  Passang |  | Corey Smith  Kevin Watts  Paul Watson |  |

Meeting was a general committee meeting.  
Agenda Items:

1. Apologies

Mick Turner

1. Acceptance of previous Minutes. (accepted, minor changes)
2. President’s Report
   1. Corey Smith accepted as new Committee member
   2. Mark Newnham new AACT Judge Coordinator.
3. Treasurer’s report.
   1. Floorball has paid outstanding invoices, there was a problem with the email address we were sending invoices to that has now been fixed. (IC attended Floorball session on Saturday morning and sorted)
   2. Contacted Sports and Rec to verify hall ownership.
   3. Meeting with Men’s shed to discuss them sharing insurance costs, discussions continuing.
4. Registrar’s report.
   1. 331 Active Members, 314 Financial
   2. Report printed from security system, 4.5 pages of ex members who did not return their access fobs so didn’t get their deposit back, considered to be a donation to the club.
5. Decisions made between meetings.
   1. Kevin has received confirmation from Sports and Rec that TAC owns the building, the money to build was granted to the club and the club reconciled the grant with the appropriate departments.
   2. The sub agreement between the club and the Men’s Shed for the use of the building was due to expire on 31 December 2022, the Men’s Shed have an option to renew which they have not yet requested: apparently they could not find their copy, so Kevin has supplied them with one.
   3. There are clauses within the agreement about charge increases, but TAC has only increased once, to cover additional GST: went from $200 to $220.
   4. One option is to adjust for CPI, one to charge commercial rents: Gary has investigated the second, and that would be around $60k pa.
   5. Our insurance last year increased from ~$25k to ~$40k.
   6. When our insurance assessor went around, they found some minor items on TAC side, which have been fixed, but some significant ones in the Men’s Shed are, which are still being dealt with. The list included an industrial Deep Fryer.
   7. Their Public Liability only covers inside their part of the hall, ours covers them when using the car park, driveways and their pergola, so they need to contribute to it as well as the building cover.
   8. Gary: more finger tabs ordered.
   9. Kevin: step ladder for workroom, general maintenance supplies, Michael organising supplies for the plumbing issues.
   10. Farm gate is not being locked correctly, not lock-to-lock. Issue seems to have arisen after the Bhutanese were given access to the combination lock when they left their key behind. Passang to remind them, also look at either replacing the combination lock or changing the combination.
6. Microsoft Office password: Rob may know it, otherwise reset the password and check the various committee mail boxes to see which one is registered: record this information. Paul wants to use it more actively for storage purposes.
7. Hall Manager:
   1. Various repairs are being looked into.
   2. Flyball asked for a reduction in invoice due to them being a non-profit, but almost all our users are in that position, so Kevin has responded accordingly.
   3. The hall is 30m by 40m, to respond to the table tennis request.
8. Committee meeting minutes to be linked to web site after being approved at the next meeting. A backlog needs to be dealt with by the secretary.
9. Working Bee
   1. 5 tournaments were set up for this year, Field and Indoors for the ACT, Steve Roberts, a Winter Challenge and a Summer Challenge.
   2. On the 20th, for the field,
      1. Drew organising target faces to be glued up
      2. Allan organising what needs to be whipper snipped or cut.
      3. A number of butts need to be rebuilt.
      4. Pegs and markings for the outdoor lanes to be organised if possible so that lanes can be easily marked with a string line.
   3. For the indoors, crosses on cores mean they need to be replaced, not just repaired. This can start on the 20th if there are sufficient people, but also requires access to the hall, so may be better done on a Monday night instead.
   4. Reminder to be sent out this weekend and added to the web site.
10. General Business (around the table)
    1. Gary:
       1. All tournament recording is now electronic. Need to use both SportsTG and Archer’s Diary. Gary has asked for help from AA (no response) and AACT (suggested Rachel, AACT recorder). Cherie our recorder may be able to help as well. Need help on distances, categories, reports, etc
       2. Apparently Archers Diary does have a user support portal including some tutorials.
       3. Need to document and record how to do this.
       4. It was decided to de-activate the end of year Summer Challenge and look at the upcoming Winter Challenge.
       5. Further working bee to be organised for Saturday 24th June for 8/9 July tournament
    2. Kevin:
       1. new defibrillator installed, all first aid kits have been updated.
       2. Scanner for paper score cards: existing equipment should suffice
       3. Need two laptops for entering scores: Paul to arrange, Gary can supply details of what is required; committee approval for up to $500 each.
    3. Paul: coaches: limiting number of come-and-try participants based on availability of coaches. All first aid certification is being checked. Another level one course is coming up and has been some interest.
    4. Wayne: has some health issues and cannot operate machinery or do lifting for some time. Will work on the pegs mentioned previously.
    5. Ian: two new members by email, will be attending on Monday night to sort out access, paperwork and payment.
    6. Passang: all okay.
    7. Corey: private email address for committee4 password supplied. Webmaster to be advised by secretary.
    8. Drew:
       1. Talked about OzBow and there are 5 coaches that can help (including Cherie) so that seems to be covered: some level one coaches can also help if needed.
       2. Asked for clarification on tagging in: every member has to either tag in or fill in the attendance sheet, a requirement of membership, only exception is family membership.
       3. Reminder that to set alarm in workshop (after turning off lights) requires two swipes of the access fob.
11. Next Meeting 15th June @18:30
12. Meeting Close 7:45pm