

Branch B General Meeting Minutes

Meeting Agenda Template

Meeting title:	General Meeting Towers Invitational
Meeting time and date:	11/09/21
Meeting venue:	Towers District Bowhunters Club Grounds
Attendees:	W. Salmon (President), F. Hall (Secretary), T. Smith (Towers rep), Lindsay Mackie (Collinsville Rep), Bernie Bustock (proxy for Hinchinbrook), Chris Rogers (proxy for Townsville District Bowhunters), Dave Paulsen (Member from Townsville District Bowhunters)
Apologies:	Jennifer Hall (Treasurer), Bec Nelson (Score Recorder)

AGENDA ITEMS

1.	MEETING OPEN 7:30pm
2.	MINUTES OF THE PREVIOUS MEETING – Annual General Meeting minutes reviewed,
3.	<p>BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING -</p> <p>Frank Hall noted a point of order on voting, the AGM had 6 attending Club ABA representatives and 3 voting sheets therefore 9 votes for positions. Correction to AGM minutes of Votes for</p> <ul style="list-style-type: none"> • Branch Controller 1 vote Bryan Butson, 8 for Wayne Salmon • Branch ABA Rep 1 vote Bryan Butson, 8 for Graham McComskie <p>It was also noted that there was an objection to Secretary and Treasurer by Twin rivers.</p> <p>These corrections do not alter the outcome of the AGM and all position remain as detailed in the AGM Meeting Minutes.</p> <p>Moved that minutes be accepted with corrections Moved Tracey Smith Seconded Lindsay Mackie Accepted without objection</p>
4.	<p>CORRESPONDENCE</p> <p><i>Correspondence In</i></p> <p>Key dates for Branch reporting to achieve full rebate from National (circulated) Minutes and Reports from National Exec meeting (Circulated) Key dates and Rebate % breakdowns Response to query Re (1)Come & try date (2)Free shoots, Notification re Webinar for ABA Transition to Company (Circulated) Shoot Calendar for Collinsville, Full Boars, Townsville District & Mackay District News article supplied by Bryan Butson on Killing of dogs in suburbs with Bow & arrows</p> <p><i>Correspondence Out</i></p> <p>Email club reps - Introduction to Reps requesting confirmation Email club reps - providing Website address Email club reps - request for club calendars Email club reps - Standardisation of shoot fees</p>

	<p>Letter to National re Come and Try week scheduling Letter to National re Comments on Draft Resolution Letter To National re Clarification to Branch practice in regard to Invitationals.</p>
5.	<p>BUSINESS ARISING FROM CORRESPONDENCE - Report to be sent to VP Bowhunting regarding News article.</p>
6.	<p>TREASURER'S REPORT Refer attached</p> <p>BUSINESS arising from Treasurers reported</p> <ul style="list-style-type: none"> ● It was identified that the Branch currently only has one approved signatory to the Branch account so until new signatories are added no cheques or payments can be made. <ul style="list-style-type: none"> ○ Wayne Salmon to take signed version of AGM minutes to Bank to start process to add new signatories ● Quantity of Books required for courses to be run in branch (for budget) <ul style="list-style-type: none"> ○ 10 of each type will be purchases by Branch and free issued to attending Club representatives (1 per Club) ○ Branch to request free issue of books to Branch from National. <p>Moved to accept Treasurers report Tracey Smith Seconded Lindsay Mackie Accepted without objection</p>
7.	<p>ACCOUNTS FOR PAYMENT Nil</p>
8.	<p>SUBCOMMITTEE AND OTHER REPORTS <i>Attach reports.- NIL</i></p>
9.	<p>ELECTION OF OFFICE BEARERS <i>If applicable.- NIL</i></p>
10.	<p>MOTIONS ON NOTICE <i>Include the full wording of all motions on notice and attach relevant supporting documentation. - NIL</i></p>
11.	<p>GENERAL BUSINESS</p> <p>HOSTING FOR BRANCH TRAINING EVENTS</p> <ul style="list-style-type: none"> ● Branch to send a request for Expression of Interest from Branch Clubs to host training events <ul style="list-style-type: none"> ○ Moved Tracey Smith Seconded Brenie Bustock carried without objection <p>IDENTITY PROJECT FOR BRANCH B</p> <ul style="list-style-type: none"> ● As a desire to provide direction for Branch B and maintain the connection with history of the character of the branch. Frank Hall asked for suggestions for current and future Branch Executives to follow. <ul style="list-style-type: none"> ○ Dave Paulsen suggested a outdoors man rendezvous similar as held in the USA, this may not necessarily be limited ABA members and clubs but incorporate other similar interest groups such as Black powder groups, Bowyers, Cutlers etc. and also incorporate business that specialist in Camping and similar. ○ It was noted that a similar idea was run some years ago by the Traditional Bowhunters with great success but failed after some years when organisation was passed outside of original organising committee. It was agreed that if this was to go ahead it would remain as a Branch B facilitated Event. ○ The Branch Executive would not have the time to undertake the organisation and it would only get off the ground if there was general support from the Branch members. <p>The discussion on the previous idea suggested by Dave Paulsen was very well accepted and</p>

	<p>many suggestions and ideas were expressed. It was also suggested that clubs or Members also submit ideas to build stronger Branch identity,</p> <p>Frank Hall Moved that Expression of Interest from members to form a Sub committee be sent out to clubs to gauge interest. Seconded Wayne Salmon carried without objection</p> <p>SHOOT CALENDAR</p> <p>It was expressed that the planning of invitational shoots be looked at carefully as the current calendar is constricting success for clubs with crowding in some months and long period between events.</p> <p>Difficulty identified were shortened season due the Wet early and high temperatures towards the end of year. There are 10 Clubs in Zone and other shoots such as Trad Shoot, Charity & Memorial shoots events.</p> <ul style="list-style-type: none"> ○ Executive is putting 2022 calendar in next Executive meeting and will look at possible solutions, due to timing it may not be possible to come up with total solution for next year ○ BUT - will consider an ongoing strategy to achieve best outcome for all Clubs. <ul style="list-style-type: none"> ■ A draft concept format for planning is attached with current nominated dates for 2022 shoots as requested and an alternative date plan for future years. <i>This is meant as conversation starter, it has not been reviewed or undergone any approval process at this stage but is provided to promote discussion.</i> ■ Historically not all clubs have wanted to host invitational or have given up due to poor attendance. Therefore the proposed plan allows for 6 shoots and Branch Safari. ■ There are 2 regular Long weekends each year and one could be reserved for Branch Safari and the other rotated between clubs upon application to Branch. This has been based on my memory of how it was organised quite some time ago where Zone nominated weekends and club applied for which weekend they would like. ■ It is suggested Club Major events such as Charity, Memorial or smaller Branch shoots such as Trads would be fitted between these dates as decided by hosting Clubs.
12.	NOTICE OF MOTIONS = Nil
13.	NEXT MEETING – to be held at Mackay Invitational Saturday 16th at 7:30pm
14.	MEETING CLOSE 8:40pm

***NB:** Most management committee meetings should run for 45 minutes to 1 hour, subject to the use of a set agenda and good preparation by attendees. Meetings require a commitment of time by attendees, so every effort should be made to make the best use of that valuable time. Use this Meeting Agenda Template in conjunction with the Minute Keeping Template.*

EOI for Outdoor Rendezvous Week.

Expression of Interest is call for any members wishing to form a Sub-Committee to investigate the possibility of running an Outdoors Rendezvous Week (**ORW**).

It is expected Branch can organise a professional Event Coordinator to mentor group and organise contacts in Councils to facilitate other considerations. Branch will supply management experience, secretarial services and financial support for approved concepts.

Experience is not necessary,

Members of the Sub committee would meet in person or virtual as required to formalise concept and develop outline. Duties expected initially, would be to develop concept and identify potential contributors and suggest financial structure for the **ORW** and report back to Branch Executive.

Upon approval of concept the Sub-committee will be expanded to include representatives of as many facets of the **ORW** to minimise work for each individual.

If no Nominations are received the concept will not go ahead.

*Name.

*Email Contact.

*Phone Contact.

Area of Interest.

* Required field

Fill in and return to Frank Hall Branch Treasurer – Email Secretary@abafnqbranchb.com

EOI for Hosting Branch Training Events.

Expression of Interest is call for any clubs wishing to host training weekends,

- Proficiency
- Measure's
- Coaching
- Other

If no Nominations are received Branch will approach Clubs and discuss

Club Name.

Email Contact.

Desired Training Event(s).

Fill in and return to Frank Hall Branch Treasurer – Email Secretary@abafnqbranchb.com

Treasurers Notes

Please pass on at the branch meeting this weekend my progress since last meeting:

1. I sent national treasurer the annual reports as required:

- AGM minutes
- Auditor report signed by our president

2. I drafted the budget. (I requested Juri and Trevor Combridge's contact details but no reply.)

I found the cost of manuals but need committee input about how many we'd need to buy, and is the Branch going to on charge for trainees. If that is discussed at the meeting the budget can be finished and approved at the meeting then sent to national to allow branch to receive the most membership rebate.

3. Change bank signatories.... Wayne has not answered my email requesting he sign the AGM minutes as the CBA will require a printed document taken in.

Perhaps he could be the first to go to the bank with that and start the change of signatories process since they will want him to sign the form to remove outgoing signatories and to add the new people.

4. I cannot give an update on the bank activity therefore.

5. the xero login setup has had glitches as well.

6. August GST report to national is due by 15th so I will get that done on my return from leave after Xero login is sorted.

Concept Budget for Review

Preliminary Branch B Profit and Loss budget 2022

	Actual incl GST	Budget incl GST	excl GST	notes about estimates
INCOME				
Branch B SAFARI 2021				
shoot fees		\$1,607.50	\$1,461.36	
State Titles 2018 Shoot Fees		\$-		Another Branch is hosting
Raffles		\$-		At Safari raffle income went to host club
Donations				
Sale of Manuals at training courses		\$570.00	\$518.18	
club ABA grading shoot fees		\$2,000.00	\$1,818.18	10 clubs average 10 shooters@\$2 per ABA shoot average 10 mths (\$1128 in 2017, \$1181 in 2018, \$340 in 2019, \$690 in 2020, \$ in 2021)
national rebate		\$1,782.00	\$1,782.00	no GST for National pmt - based

Membership		on \$3.96 per member - 450 members
National rebate travel 1 person to AGM2018	\$-	online meeting in 2021
	\$5,579.73	
EXPENDITURE		
FOR SAFARI 2022 (Hinchinbrook)		
targets	\$-	already purchases in 2019 and \$- Safari was cancelled
advertising	\$80.00	no GST for Archery Action for \$80.00 branch safari
trophies - both ABA and Hunting	\$1,000.00	was \$2169 in 2019 for Branch \$909.09 and state titles held by Mackay
For 2021 AGM		
flights x 1 person	\$-	
acommodation	\$-	
taxi	\$-	
corporate instructor kits	\$-	was in previous years but I don't know what these are
FOR BRANCH ACCREDITATION/REACR EDITION Ccourses		
Club coach manuals 10@\$37 ???	\$370.00	for new coaches?
measurer' manuals 10@\$10 ???	\$100.00	for new measures
Bowhunting Proficiency Course manuals 10@\$10 ???	\$100.00	for on-selling to members doing Proficiency course for one person form each Branch B club as per June minutes
Travel reimbursement (approx max)	\$-	
GENERAL		

Stationery & postage (reimbursements to exec committee for their requirements e.g. reports, audit, certificates)	\$150.00	Score recorder was reimbursed in 2020 \$472+GST, and ABA rep was reimbursed in 2020 \$136.36 \$1221+GST
Auditor fees	\$715.00	\$650.00 actual
PO Box rental	\$-	do we still have a PO Box??
TOTAL EXPENSES		\$1,775.45
profit (loss) budgeted		\$3,804.27 Profit