

## Branch B Meeting Minutes

<b>Meeting title:</b>	Exec Meeting
<b>Meeting time and date:</b>	4.30pm 28/7/22
<b>Meeting venue:</b>	131 Framara Dv. Kelso
<b>Attendees:</b>	Jennifer Hall, Frank Hall, Bec Nelson, Wayne Salmon,
<b>Apologies:</b>	Mark Turnbull, Graham McComiskie
	Meeting Opened 4.30pm
	Meeting Closed 6.00pm

### Regular Business & Rebate compliance

Nil	Every Meeting Risk Management report
Yes	Previous Meeting Minutes sent to National
End of June	Bank Req to end of month to date complete for GST

### AGENDA ITEMS

<b>2.</b>	MINUTES OF THE PREVIOUS MEETING – General Meeting 10/11/22 minutes reviewed and accepted Moved Wayne Salmon Seconded Beck Nelsen Carried without objection
<b>3.</b>	BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING - <ol style="list-style-type: none"> <li>1. Treasurers report in previous meeting did not record Seconder this is to be updated to reflect Beck Nelsen seconded motion to accept treasurers report.</li> <li>2. Score Recorder laptop to be replaced, Frank Hall to investigate cost of purchase &amp; Lease. Laptop to include virus protection and quotes to include option of software to include Microsoft Access.</li> </ol>
<b>4.</b>	<b>CORRESPONDENCE</b> <i>Correspondence In</i> <ul style="list-style-type: none"> <li>• 2022 Updated Notice of the Special General Meeting - Details of Candidates - 7/19/2022, 2:26 PM</li> <li>• Branch D Secretary Email Details - 7/20/2022, 11:46 AM</li> <li>• TDB Calendar - 13/7/22</li> <li>• Collinsville Calendar - 11/7/22</li> </ul>

	<ul style="list-style-type: none"> <li>• Towers Calendar – 27/7/22</li> <li>• Fwd: ABA AGM Travel Allowance 2022 - 7/13/2022, 11:38 AM</li> <li>• Re-accreditation form from National Coach – 14/7/22</li> </ul> <p><i>Correspondence Out</i></p> <ul style="list-style-type: none"> <li>• Nomination of Wayne Salmon as Branch voting Representative – 7/4/22- National</li> <li>• AGM &amp; General Meeting Minutes to National 14/4/22 – National</li> <li>•</li> </ul>						
<b>5.</b>	<b>BUSINESS ARISING FROM CORRESPONDENCE -</b> Motion to be added to Collinsville agenda to Vote for Branch Rep. Frank to send Email						
<b>6.</b>	<p><b>TREASURER’S MOTIONS</b></p> <p>Move outstanding expenses to be paid as per Refer Report report be Approved</p> <table> <tr> <td>Moved – Jennifer Hall</td> <td>Seconded - Frank Hall</td> <td>Carried without Objection</td> </tr> </table> <p>Move Upcoming Expenses Payable as per Refer Report Report be Approved</p> <table> <tr> <td>Moved - Jennifer Hall</td> <td>Seconded - Frank Hall</td> <td>Carried without Objection</td> </tr> </table> <p><b>TREASURER’S REPORT</b> Refer attached</p> <p><b>BUSINESS arising from Treasurers reported</b></p> <ul style="list-style-type: none"> <li>• Revised format for Club Fees to better track <ul style="list-style-type: none"> <li>◦ Score recorder will advise Treasurer of scores submitted from Clubs and the Treasurer will create an invoice to align with submitted scores, if payment has been made it will immediately be acquitted, if no payment has been made or mis matching payment an invoice showing amount of Credit or Debit will be forwarded to club for action</li> </ul> </li> </ul>	Moved – Jennifer Hall	Seconded - Frank Hall	Carried without Objection	Moved - Jennifer Hall	Seconded - Frank Hall	Carried without Objection
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<b>7.</b>	<b>SUBCOMMITTEE AND OTHER REPORTS</b> <i>Attach reports.- Treasurers</i> <i>Risk Management -</i>						
<b>8.</b>	<b>ELECTION/APPOINTMENT OF OFFICE BEARERS</b> <i>If applicable.- NIL</i>						
<b>9.</b>	<b>MOTIONS ON NOTICE</b> <i>Include the full wording of all motions on notice and attach relevant supporting documentation. - NIL</i>						
<b>10.</b>	<p><b>GENERAL BUSINESS -</b></p> <ol style="list-style-type: none"> <li>1. Fee structure for State titles <ul style="list-style-type: none"> <li>• Fees will include novelty 3D and IFAA Animal rounds and payment of \$7.5 per archer to be paid to FBA.</li> <li>• Fee structure to be <ul style="list-style-type: none"> <li>◦ Adult - \$35</li> <li>◦ Junior/ Cub - \$25</li> <li>◦ Family - \$70.00</li> <li>◦ Retiree / Pensioner - \$25</li> </ul> </li> </ul> </li> <li>2. Trophies for State Titles <ul style="list-style-type: none"> <li>◦ Trophies to be the same Medallions as was ordered for Branch Safari.</li> </ul> </li> </ol>						

	<ul style="list-style-type: none"> <li>○ Leftover Branch Medallions to be used with centers replaced (Bec to follow up)</li> <li>○ Centers to use State logo – Frank to Contact Branch D to see if they have master copy of State Logo</li> </ul> <p>3. Next years Safari, last spoken about was to be at TDB but new gossip is Isa in November 2023.</p> <ul style="list-style-type: none"> <li>● Refer item 6</li> </ul> <p>4. This years plan 2022/23 - are we having training</p> <ul style="list-style-type: none"> <li>○ Training to be organised to be held at Townsville on first weekend of March</li> <li>○ Frank to email Graham, Jyri &amp; Trevor</li> </ul> <p>5. Branch Bus hire support for long distance invitationals</p> <ul style="list-style-type: none"> <li>○ 2 Prices sourced (based on Mt Isa Safari 2023) <ul style="list-style-type: none"> <li>▪ Premium is 48 person Coach with driver over 4 days departing Mackay with pick up at Mackay, Bowen Townsville, Charters Towers &amp; return – Cost \$45,000</li> <li>▪ Alternate is Bus hire with self drive – 25 seater \$1,500 for 4 days plus fuel plus 400klm mileage fee. plus Est fuel \$500 TOTAL ~ \$2000</li> <li>▪ Branch will negotiate a subside with Clubs to help support greater inter club involvement</li> </ul> </li> </ul> <p>6. 2023 – AGM date to match Audit dates</p> <ul style="list-style-type: none"> <li>○ Financial year ends 31/May –</li> <li>○ Audit take usually over 2 Months</li> <li>○ Suggest AGM to be in August</li> <li>○ AGM Minutes need to be into National by September</li> </ul> <p>The current difficulties with holding the AGM in June due to timing for financial year and National AGM it is agreed that the AGM a motion will be put to the Branch general meeting that the AGM be moved to August and the Branch Safari to be held to align with AGM.</p> <p>Mt Isa is having its 100<sup>th</sup> and has asked to hold the Branch Safari, this clashes with Collinsville requested time for holding invitational</p>
<b>12.</b>	<b>NOTICE OF MOTIONS - Nil</b>
<b>13.</b>	<b>NEXT MEETING – To be Advised</b>
<b>14.</b>	<b>MEETING CLOSE</b>





Australian Bowhunters Association  
Branch B  
Treasurer  
C/O 131 Framara Drive KELSO QLD 4815

DATE 28th July 2022

Treasurer's report for Branch Meeting: Townsville District Bowhunters Clubhouse

Bank balance as per last report 30.4.2022 \$ **22387.89**

Receipts since last report:

Being to 31.5

Club ABA fees from

Collinsville 4 mths \$66.00

TDB - 4 Mths & invitational \$354.00

ABA membership final rebate \$805.29

Being to 28/7

Club ABA fees from

Towers Feb, Mar, Apr \$56.00

Mackay for May & June \$30

Safari cash deposit - Float \$550 plus nominations \$1895.00

Payments since last report:

(3 which were approved at meeting 30.4)

chq 317 ABA for GST Feb \$7.00

chq 197 reimburse TDB for Feb training weekend expenses \$606.67

Chq 319 reimb W Salmon for team nomination fees Nationals \$40.00

TO BE RATIFIED this meeting - already paid before 31.5:

Chq 320 & 196 dep and final inv 001 Etching by Dave total \$581.60

chq 198 ABA GST Mar/Apr \$31.00

TO BE APPROVED this meeting:

Withdrawal for Safari Float \$550.00

**Bank account balance 28.7.2022 \$24827.91**

Accounts for Payment:

3. Action Graphics Inv 5980 for 2 sets targets for State Titles \$1506.00

4. GST June less credit May ABA inv 1146 \$172.00

5. Reimburse Graham McComiskie for Pmt to Atherton Trophies inv 10786 dated 31.5 for hunting trophies for Safari \$521.00

Cheques received not yet banked: Nil

**CORRESPONDENCE:**

OUT: today I sent all annual financial reports to National treasurer - Financial statements, signed Auditor's report, Budget for 23FY, Asset register, AGM minutes showing Accepted Audit report and budget & Appointed Auditor

**Discussion topics ongoing:**

- Bank account - I have gathered all required information from National and forwarded to Queensland Country Bank for advice about the process going forward
- I am researching the process to setup a branch Paypal account for receiving online payments in conjunction with the branch website booking system. Branch D uses Paypal and I have asked their feedback.

Branch Treasurer

Jennifer Hall

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