

## Branch B Exec Meeting Minutes

<b>Meeting title:</b>	Exec Meeting
<b>Meeting time and date:</b>	23/01/23
<b>Meeting venue:</b>	131 Framara Dv. Kelso
<b>Attendees:</b>	Jennifer Hall, Frank Hall, Bec Nelson, Wayne Salmon,
<b>Apologies:</b>	Graham McComiskie
	Meeting Opened 7:00pm
	Meeting Closed 9.00pm

### Regular Business & Rebate compliance

Nil	Every Meeting
Yes	Risk Management report
End of December	Previous Meeting Minutes sent to National
Ongoing	Bank Req to end of month to date complete for GST
	Have all Branch Officers read the association's constitution, bylaws, policies, and procedures

### AGENDA ITEMS

2.	MINUTES OF THE PREVIOUS MEETING – General Meeting 10/11/22 minutes reviewed and accepted Moved Wayne Salmon Seconded Frank Hall Carried without objection
3.	BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING - 1. -
4.	<b>CORRESPONDENCE</b> <i>Correspondence In</i> 1. On 1/23/2023 2:56 PM, Graham McComiskie - <b>Report</b> 2. 1/17/2023 4:31 PM, Damien Smith wrote: <b>ABA Grant application for endorsement</b> 3. 12/16/2022 4:29 PM, officemanager@bowhunters.org.au wrote: Agenda Item: <b>Have all Branch Officers read the association's constitution, bylaws, policies, and procedures?</b> 4. 12/16/2022 11:39 AM, officemanager@bowhunters.org.au wrote: <b>Field Archery Subcommittee - Expression of Interests</b> 5. 12/14/2022 3:52 PM, officemanager@bowhunters.org.au wrote: <b>2023 National Measurers/Coaching Re-Accreditation Course - Revised Date 7th – 9th July 2023</b> 6. 12/9/2022 4:21 PM, officemanager@bowhunters.org.au wrote: <b>Adopted Bylaws</b> 7. 12/9/2022 4:17 PM, officemanager@bowhunters.org.au wrote: <b>National Board Meeting</b>



documents.

- Some members have Constitution and Bylaws, Other members part part of each
3. Idea for ABA to support Branch B clubs
- A5, double sided,150gsm cost \$30 per 50 or \$40 per 100 @ officeworks
  - It was agreed this could be a good action and Branch Secretary is to contact a couple of Club to develop brochures with them and to Develop one for Branch. Some of initial Club ones will be held back and circulated to other Clubs as examples.
  - Secretary is Authorised to spend up to \$300 to get ball rolling.
4. Score Recorders Laptop - **Quote for Laptop \$867 with Outlook, Word, Excel, PowerPoint, and OneNote (plus Access and Publisher for PC only). Plus Trend Micro Internet Security 1 Year**
- No Action to be taken at this time.
  - Score Recorder's laptop is to be cleaned up and cleaned out to see if speed issue can be fixed.
5. Branch rebate and Risk Mgmt
- There were issues with the rebate amounts and in discussions with National Treasurer, Branch B was recorded as not recorded Risk Management. It was pointed out that it was in our Minutes and if recorded as "NIL" it meant "NIL" to report. Rebate amount has been corrected but some money are still being with held
  - Discussion also occurred around Development Plan and that Secretary did not have anything to forward to National as part of National AGM documents.
6. Training for Coach, BPC, and Measures
- Secretary to Email to all clubs
  - Post to go on Facebook
  - TDB will be approached to run the event again
  - Courses will be run Sat 4<sup>th</sup> March, Closing Date for nominations 20<sup>th</sup> February
  - Fish will confirm with Jyri to run BPC, Fish will run Coaching Course, Graham to do Measurers.
  - Fish will contact Lindsay to look at get training for Level 1 for Club Coaches eligible.
7. A general discussion occurred about the relevance of the Branch to the Clubs and
- It was raised to one member of Branch Executive as to whether there should be a Branch Safari at all.
  - Question came up when would Branch awards be presented if not at a Safari.
  - Concern was raised that the thoughts expressed may not be representative of the wider membership but still was representative of some and should be considered.
  - Branch B does not operate the same as other Branches and the format of ABA is more commonly aligned with Branch running multiple shoots at varying Clubs across the year.
  - It was reported that the Reps were uncomfortable making decisions at meeting. This seemed to indicate a belief amongst those expressing these concerns as to the Role of the Reps as members of the Branch Committee, not passive observers.
  - \* The Branch has only recently over come complete collapse of Branch Structure a couple of years ago so Committee believes it should approach all Clubs and honest feed back from as there is what is expressed at the meeting and what is expressed outside of the meetings.
  - ACTION
    - Beck will contact Clubs to organise either a visit to them or from them or at least a phone call. Part of this contact will be to discuss training in March and request input into Development Plan.

<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: 9.00pm</b>



Australian Bowhunters Association Ltd - Branch B

DATE 20.1.2023

Treasurer's report for Branch Meeting: DATE 23.1.2023

Profit to date this Financial year from 1.6.22 (Cash basis)  
\$3415.78

CBA Bank balance as per last report **11.8.22**

**\$22,649.91**

Receipts since last report:

**\$5423.39**

Club ABA fees from below clubs (to 15/11) \$680.00

Collinsville (\$148+\$18+\$150 to CBA acc)

invitational Aug 2021 (previously not paid)

June 2022 ABA shoot (no shoot July)

Aug 2022 Invitational

FBA July (no shoot Jun or Aug) \$20

Mackay July invitational, Aug, Sept **\$146+\$20+\$24**

Hinchinbrook July, Aug (Jun Safari) **\$26+\$34+\$84**

Mt Isa Aug (Jun Safari, no shoot July) **\$10**

ABA GST refunds July & Aug & Sept \$233+\$3 \$236.00

QCB interest Sept, Oct, Nov, Dec \$97.85

ABA National Rebate (members & AGM travel less Xero\$110.40) \$2176.54

State Titles Nomination fees forwarded from FBA (host) \$2195.00

Payments since last report:

**\$2068.55**

- Chq 201 reimburse G. McComiskie –appr. 2 meetings ago  
\$521.00
- chq 202 CAS Distributors inv 2022391 appr. 13.8 \$112.75
- chq 203 Reimb. J Hall – appr. 13.8 \$44.00
- Chq 205 Certus Group pay inv 9653 \$418.00
- Chq 206 Etching by Dave 50% deposit inv 001Sep22 \$317.90
- QCB Bank tfr Etching by Dave final 50% inv 001Sep22 \$317.90
- QCB Bank tfr Hinchinbrook Club Safari Rebate \$252.00
- QCB bank tfr ABA National inv 1165 AGM accom \$85.00

New QCB acc opened 8Sept and received \$20,000 from CBA Acc Chq 204

**CBA Bank account balance 13.9.22 (nothing since then) \$1,552.26**

**QCB Bank account balance 20.1.23 \$24,414.49**

**THEREFORE TOTAL CASH AT BANK \$23,614.59**

Upcoming amounts we will receive

Club ABA fees outstanding: \$270.00  
TDB \$38+\$82 – reminder sent for first Qtr overdue  
Towers \$142  
Mt Isa \$8

QCB Oct interest % withheld for first 2 mths as account was opened without noting ABA branch is a Tax – free entity (to get refunded) \$13.15+\$8

Accounts paid since last meeting **to be Ratified** at this meeting

1. Certus Group inv 9653 for Audit 2022 financial year \$418.00
2. Etching by Dave 50% deposit inv 001Sep22 \$317.90
3. final 50% Pmt Etching by Dave inv 001Sep22 \$317.90
4. Rebate to Hinchinbrook club @\$3 each for 84 shooters. Report on actual Safari income and expenses below. \$252.00
5. ABA inv 1165 AGM accommodation for attendee \$85.00

Accounts for Payment to be approved at this meeting and actioned by bank transfer ASAP:

1. Reimbursement F Hall for Pmt Website Calendar and booking functions Pd 3.10.22 \$US52.66 plus O/S pmt bank fee \$AU1.25 = \$84.76
2. ABA GST Nov less Oct Cr - Inv 1203 \$184.00
3. State Titles rebate to FBA inv 202261 – (refer table at end of report income and expenses relating to the Qld State Titles) \$570.00
4. Reimbursement W Salmon for Travel to AGM (taxis ~\$191 + Airfares \$...Wayne to provide receipts and complete reimbursement claim form

Business arising:

1. CBA Bank account to be closed as all cheques have now been presented - Wayne and Jennifer to attend together to handle this
2. Branch B Paypal account – still to be actioned

Branch Treasurer

Jennifer Hall

Email [ababranchbtreasurer@gmail.com](mailto:ababranchbtreasurer@gmail.com)

Mob: 0414652889

C/O 131 Framara Drive KELSO QLD 4815

ABA Branch B Calculation of Shoot income and expenses and host club rebate

<u>Shoot type, date &amp; location</u>	Qld State ABA Tiltes	Full Boar Archers
No. of Shooters		76
Shoot Income	\$	2,195.00
Ex GST	\$	1,995.45
<b>Total Net Income</b>	<b>\$</b>	<b>1,995.45</b>
Targets	\$	1,369.09
Ex GST	\$	1,244.63
Trophies	\$	578.00
Ex GST	\$	525.45
Advertising - Printing fliers	\$	102.50
Ex GST	\$	93.18
Postage	\$	40.00
Ex GST	\$	36.36
Club Rebate for Full Boar Archers	\$	570.00 at
<b>Total Net Expenses</b>	<b>\$</b>	<b>2,469.63</b>

**LOSS - \$ 474.17**

20 shooters in 5 families pd \$75= \$375  
 plus 14 kids or pensioners/retired pd \$25=\$350  
 42 each pd \$35 = \$1470

2 sets ABA & freight  
 Etching by Dave  
 CAS Distributors  
 Australia post  
 \$7.50 as per branch meeting dated

63% shooters were branch B  
 24% were Branch C  
 13% were branch D  
 TDB, Mt Isa, FBA were largest Branch B attendances (9-12 each)  
 Moranbah & Full Draw Archers were next attendee numbers (9 each)  
 14 clubs of the state's 26 were represented + 1 independent