



Archery NSW

Serving Archery in the Waratah State

Archery NSW

Ordinary General Meeting Minutes – 6th February 2016

Present:

Committee Position	Abbr	Name	Present
President	PRE	Nigel Matthews	Yes
Secretary	SEC	Simon Fairall	Yes
Treasurer	TRE	Teresa Nguyen	Yes
VP Membership	VPM	Adam Buoro	No
VP Publicity	VPP	Sarah Jordan	Yes
Tournament Coordinator	TC	Vacant	
Recorder	REC	Lilia Hutchinson	Yes
Coaching Administrator	CA	Vacant	
Officials Convenor	FC	Vacant	
Junior Coordinator	JC	Shane Baldwin	Yes

Club	Abbr	Delegate	Voting Strength
Bathurst Archers	BAT	Steve Olive	6
Coast Archers	CST	David Robertson	4
Illawarra Archers	ILL	Graeme Cooper	20
Ku-Ring-Gai Bowmen	KGB	Philip Street	6
Northern Archers of Sydney	NTH	Russell Field	16
Penrith City Archers	PCA	Wayne Paterson	20
Sydney Olympic Park Archers Inc.	SOP	Jon Barnard	20
Warringah Archers	WAR	Kristian Chambers-McLean	10
Total		8 clubs represented	102

Apologies: Adam Buoro (VPM), Ken Winkler (MON), Cathy & Brian Hugo (CESS), Paul Wilson (WAR)

Non-delegate attendees: Kevin Curran (SOP), Craig Young (PCA), Elizabeth Jennison (WAR), Kathy Vaughn (PCA)



Minutes

Meeting opened at 2:27pm

1. Attendance & Apologies

- a. Adam Buoro (VPM) & Ken Winkler (MON)
 - i. The PRE extended ANSW thoughts and condolences to Monaro Archers, a young Monaro member passed suddenly during the week.
- b. Cathy & Brian Hugo

2. Meeting credentials

- a. Reviewed those clubs with delegates in attendance, and the voting strength of the meeting

3. Review of minutes from previous meeting 24th November 2015

- a. Suggested corrections from WAR will be sent via email
 - i. Action: WAR to send via email
- b. KGB moved that subject to those corrections, the minutes be accepted. NOR seconded. Motion carried.

4. ANSW Reports

- a. Presidents report
 - i. Elizabeth Jennison advised that there is more to the document than was sent in the summary. PRE acknowledged that is correct, it is a substantial document, and what was sent was only meant to be a summary.
- b. Treasurers report
 - i. Elizabeth Jennison stated as per the Expense and Reimbursement policy should be signed off by two other committee members. Requested confirmation that this is happening. PRE confirmed that is correct.
 - ii. PRE confirmed that under the previous treasurer, the treasurer wanted a specific process followed. Under the guidance of a qualified book keeper this process has been adjusted.
 - iii. Elizabeth Jennison questioned the lack of publication of expenses. PRE offered to disclose all transactions between the PRE, PCA & ANSW with the consent of PCA.
 - iv. PRE asked that a motion be put.
 - v. SOP raised a question regarding legal expenses incurred by ANSW.
 1. TRE confirmed invoice received for \$4,371
 - vi. SOP made a statement that legal fees should be discussed. PRE stated that no further discussions will be entertained on this matter as it is an ongoing legal matter.



- vii. Elizabeth Jennison asked to confirm that all aggregated expenses are included in the calculation of profit/loss. PRE and TRE confirmed that this is correct.

- c. Membership report
 - i. SOP requested current number of members. SEC calculated and advised 1835 from information in VP Presidents report.
 - ii. Action: Find out when Monaro name change approved as requested by Elizabeth Jennison
 - iii. SOP requested to know what the VPM role now involves.
 - 1. Helps clubs manage their membership in the DB
 - 2. Assists with club transfers
 - 3. Assists clubs move online
 - iv. VPP asked the floor why SOP should be an exception, why should all other clubs follow the practice of entering their members' data, but SOP should not?
 - 1. PCA advised that they see it as the club responsibility. Provides timely and accurate updates to the membership DB. Works much better than the old process of sending to ANSW and taking an indeterminate period of time.
 - 2. Elizabeth Jennison stated that it is an evolution. Initially was an opt in as the system was new. The move to IMG and purely online has been a great success.
 - v. CST stated it is actually two issues: 1) entry of members, and 2) processing of payments
 - 1. PRE confirmed this is correct. AA is not forcing credit card only payment processes. Manual entry of data is a separate issue.
 - 2. Kevin Curran asked if there was any pressure to move to credit card payments from IMG. PRE confirmed this is not happening.
 - vi. SOP advised that Jon Barnard personally spent \$500k on developing his own system which is used by the club. VPP stated this was disappointing for Jon Barnard personally, it is not an issue for ANSW. PRE also stated that this is a conflict of interest, which SOP acknowledged.
 - vii. PRE stated that the contractual membership agreement is three separate but connected agreements; between the individual member and each of the club, RGB and AA. Therefore, the AA Database should be fully updated so that communication can flow correctly.
 - viii. Elizabeth Jennison advised that at Warringah they provide access to the individual to maintain their own contact details. Stated that while they were slow to adopt the system, it is working very well for their club now.

- d. Moved by NOR that the reports accepted. BAT seconded.



5. Governance & Risk

- a. Elizabeth Jennison requested right of reply to issue raised in the previous OGM regarding expenses. This was granted and Elizabeth made a detailed response regarding her position.
 - i. PRE made the following points: -
 1. As a sport we need to find the will to move forward
 2. General sentiment of last OGM was that broadly speaking the previous governance framework was not optimal, steps have been taken to improve it
 3. PRE personal view that there was no intent on behalf of EJ to defraud, or in any way act inappropriately with regards to these matters.
 4. PRE asked that a motion be put.
 5. NOR moved that this matter be closed. Seconded by PCA.
 - a. Elizabeth Jennison spoke on behalf of the motion
 - b. Craig Young stated he appreciated the response, however it didn't address his specific questions.
 6. Motion carried unanimously.
 - ii. Elizabeth Jennison further stated that when Steve Jennison became president she was removed as a signatory from the accounts of ANSW.

6. Initiatives from 3-year plan

- a. Trailers
 - i. WAR stated that there are questions around budgets, roadside assistance and insurance
 - ii. PRE asked the floor if there was broad agreement in moving forward with the concept of a trailer
 - iii. Discussion ensued about the specifics of towing and appropriate vehicles
 - iv. **Action: Review costs and feasibility of towing trailers with standard 4WD vehicles.**
- b. Targets & frames for compound archery
 - i. CST Frames can accommodate new targets for compounds. Weather conditions can affect the performance of targets.
 - ii. Kevin Curran advised that Rhinehart centers work well in all conditions
 - iii. PRE advised that 10 is the minimum number that is practical, approximately \$10k.
 - iv. Moved by BAT that ANSW be authorized to spend up to \$10k in purchasing Compound Archery targets. SOP seconded. Motion carried unanimously.



7. Business brought by the committee

a. Judging

- i. Clarified communication dates/times in Presidents report
- ii. Judging is at a crisis point in the state
- iii. PRE asked how the membership should address this issue
- iv. CST suggested that this is not a new issue, but this is not solely the fault of the clubs. AA needs to change policies to enable this issue to be solved.
 1. QREs should count towards points to accredit judges
 2. New online process from AA may not help the situation
- v. 23 club tournaments registered this year
- vi. SOP moved that ANSW write to AA to raise the issue. Seconded by CST. Motion carried unanimously.
- vii. CST made statement that QREs were meant to be used by remote clubs to allow them to get points.

b. Awarding of state medals to visitors

- i. At two ANSW events last year there were separate processes follows
 1. At one event the visitor received a place medal
 2. At the other there was acknowledgement of the actuals, but ANSW medals were awarded to ANSW archers
- ii. ILL requested that there be a single, clear policy to address this issue.
- iii. Elizabeth Jennison stated that visitors should not receive ANSW state medals.
- iv. Motion carried unanimously

c. Setting of calendar 2017

- i. Not addressed due to lack of time

8. General Business

a. Policies

- i. PRE provided summary of the current situation
- ii. Summary of the position of the clubs from the policy review meeting held earlier today: -
 1. Policies have been available for 12 months, there has only been feedback on one policy on one point in this policy in this time
 2. Pending some spelling corrections, the policies be formally adopted
 3. Moved by KGB that the policies as published as at today's date be adopted. NOR seconded. (policy list attached below)
 - a. SOP spoke against the motion. Stated that all policies should be reviewed individually, and discussed before being adopted.
 - b. PRE confirmed that CoM voted to adopt the policies under the constitution. ANSW have communicated to clubs and members' multiple times since Jan 2015, the policies have been published online since March 2015, ANSW have run a policy forum as promised, received feedback on only one item.



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- c. Elizabeth Jennison advised that in 2005 there was a motion carried by an ANSW GM that stated that state team members get 100% refund, which is different to the published policy. BAT stated that any vote in this meeting to implement the new policy would override the old motion.
- d. KGB stated that those clubs that were present at the review meeting earlier today had no issues, and that there was no written feedback.
- e. BAT asked if the policies have been changed since the notification of the policy review meeting notice in December or the feedback cutoff date 6th January or meeting today 6th February. PRE confirmed that they have not.
- f. Motion carried with 72 out of 102 votes, 6 clubs for and 2 clubs abstaining.

9. Urgent business

- a. SOP attempted to raise an issue that is related to an ongoing legal case. The PRE stated that as this was the case it would not be discussed.

10. The President formally closed the meeting

Meeting closed at 4:22pm



ANSW Policies

ANSW Acquiring and Displaying Images Policy - Final.pdf
ANSW Advisory Council - Final.pdf
ANSW Conflict of Interest Policy - Final.pdf
ANSW Equipment Hire Policy - Final.pdf
ANSW Ethical Practices & Community Standards Policy - Final.pdf
ANSW Event Allocation Procedure - Final.pdf
ANSW Event Management Policy - Final.pdf
ANSW Events Policy - Final.pdf
ANSW Expense & Reimbursement Policy Procedure - Final.pdf
ANSW Financial Assistance Policy - Final.pdf
ANSW Meeting Guidelines - Final.pdf
ANSW Membership Policy 1.1.pdf
ANSW Privacy Policy - Final.pdf
ANSW Safe Shooting Guideline - Final.pdf
ANSW Smoke Free Policy - Final.pdf
ANSW Social Media Policy - Final.pdf
ANSW Sun Safe & Uniform Policy - Final.pdf
ANSW Team Selection Policy - Final.pdf
ANSW Youth Team Selection Policy 2.4 - Final.pdf

Member Protection Framework

1. Member Protection Policy - Part A1.pdf
2. Member Protection Policy - Part B.pdf
3. Member Protection Policy - Part C.pdf
4.1 ANSW Administrators Code of Conduct.pdf
4.2 ANSW Archers Code of Conduct.pdf
4.3 ANSW Board Members Code of Conduct.pdf
4.4 ANSW Coaches Code of Conduct1.pdf
4.5 ANSW Parent & Guardian Code of Conduct.pdf
4.6 ANSW Spectator Code of Conduct.pdf
5. Member Protection Policy - Part E.pdf
ANSW Discipline Policy - Final.pdf
ANSW Grievance Policy - Final.pdf