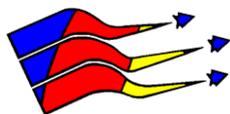


ARCHERY ACT SOCIETY INC

ANNUAL GENEREAL MEETING 2022

MINUTES

Date of meeting	Sunday 11 September 2022
Location:	Virtual Meeting, Zoom
Time:	3:00pm
Committee Attendees:	Tim Potter (President), Martin Riddell (Treasurer), Adrian Excell (Secretary), Paul Smith (Coaches Coordinator), Danielle Jackson (Youth Coordinator), Stephen Slack (Officials Coordinator),
Delegate attendees	CAC: Paul Smith, Brenton Perry, Mark Bartlett WVAC: Neil Martin, Mark Newnham, David Pearce TAC: Steve Slack, Luke Pettit
Apologies:	Rachel Morgan (Recorder)
Absences:	Aaron Lowther (Webmaster)
Guests	Siamack Yousofi, Kevin Watts, Brian Curren, Melissa Mongan, Cherie Theyers, Bill Neate, Claire Johnson, Joseph McGrail-Bateup
Conflicts of Interest:	None
Previous AGM meeting minutes	
Acceptance details	Motion to accept the minutes of the previous minutes. Moved: Tim Accepted: Paul Seconded: Stephen
Officer Reports	
President	As tabled in Appendix A
Vice President	Vacant
Secretary	As tabled in Appendix A
Treasurer	As tabled in Appendix A-F – presented and explained finances for FY 21/22 Acceptance Moved: Martin Accepted: Brenton Seconded: Neil Martin Presented and explained Budget for FY22/23 Moved: Martin Accepted: Brenton Second: Mark B
Recorder	Passed on verbally by Danielle ‘Everyone has done awesome’
Coaching Coordinator	As tabled in Appendix A
Youth Coordinator	As tabled in Appendix A
Judges Coordinator	As tabled in Appendix A
Webmaster	No Report Tim commented on the plans to find a new provider for the website, to make it easier for a new webmaster to takeover



ARCHERY ACT SOCIETY INC

ANNUAL GENERAL MEETING 2022

MINUTES

Motions	
Two motions presented for Delegate consideration.	
Motion 1:	<p>Allow non-shooting members to be recognised as Affiliated Members of the Association. To hold a position on the AACT Committee, you must be an Affiliated Member of the Association as per rule 26.1.</p> <p>15.2 → A person is qualified to be an Affiliated Member if they are a shooting member of an Affiliated Archery Club and are a current financial individual affiliate of Archery Australia.</p> <p>Tim moved that the motion be accepted. All delegates present were in favour</p>
Motion 2:	<p>Create a new position on the committee called 'Adaptive Archery Coordinator'</p> <p>23. → Committee</p> <p>23.1 → The Committee consists of:</p> <p>(a) → the Executive of the association; and</p> <p>(b) → at least 65 office-bearers, they may include Recorder, Youth Coordinator, Judges Coordinator, Coaching Coordinator, Adaptive Archery Coordinator and Webmaster.</p> <p>Tim moved that the motion be accepted. All delegates present were in favour</p>

Nominations for positions:	
All positions were declared vacant.	
Position	Nomination
President	Tim Potter – elected as only nominee
Vice President	No Nomination – Left Vacant
Secretary	No Nomination – Vacant
Treasurer	Martin Riddell – elected as only nominee
Youth Coordinator	Danielle Jackson – elected as only nominee
Coaching Coordinator	Paul Smith – elected as only nominee
Recorder	Rachel Morgan – elected as only nominee
Webmaster/Publicity Officer	Rachel Morgan – elected as only nominee
Judges/Officials Coordinator	Stephen Slack – elected as only nominee
Adaptive Archery Coordinator	Stephen Slack nominated for the position. Accepted: Neil

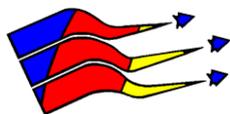


ARCHERY ACT SOCIETY INC ANNUAL GENERAL MEETING 2022 MINUTES

Time meeting closed:	3:45pm
Signature of Chairperson	
Signature of second Executive	
Date of first committee meeting	Monday 31 Oct 7pm

Appendix A: Reports

Reports start on the next page



ARCHERY ACT SOCIETY INC

2022 ANNUAL GENERAL MEETING

REPORTS

President Report

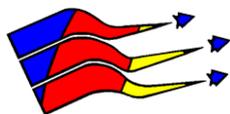
Our respective committee members will cover their relative topics, but some of the more holistic items I would like to mention for the year in review:

- Proud that **our archers** have represented ACT in national and international events.
 - o AACT has helped support these archers through a grants scheme.
- Our clubs have run some fantastic events. Some I wanted to point out for reasons beyond the event itself:
 - o TAC hosting the National Indoor Championships. Particularly that **NSW archers** also participate here, demonstrating the respect given to the ACT organisers of the event.
 - o WVAC **tree planting** with a large participation of volunteers from all three clubs.
 - o Successful **grants** applications by WVAC and CAC, which shows the Canberra community support for our sport and what we provide back to the community.
- **Adaptive Archery** has seen some attention and will continue to in the coming years. Archery is in a great position to accommodate and encourage sportsman with special needs and we will be richer for the diversity they can bring.
 - o Steve Slack has taken care of the promotion by volunteering his time to organise special events.
 - o Acknowledgement of the value adaptive archers can bring to the sport through a new position to be considered at the AGM.
- **Development** of our archers. Archery is not just about the current top performers, so I'm proud of our team running:
 - o **JETS** where we go that step further to support juniors in developing the skills to advance in the sport.
 - o **Regional Development Program (RDP)** offering support for our high performers.
 - o **Coaching courses** to support clubs in introducing new members to the sport as well as refining the skills of those already addicted.
- In regards to Archery Australia, AACT has represented the clubs for two large items:
 - o **Company Limited by Guarantee** is in progress with a Special General Meeting organised to ratify the restructure on 31/10/22.
 - o **National Integrity Framework** is effective from 29/8/2022. This is a national initiative for all sports and run by Sports Integrity Australia.

Thank you to our **Judges** who have given up their time throughout the year and provide a very important service behind all our competitive events. I'd like to encourage anyone considering judging to step forward and join the team.

Unfortunately, we lost a valued member this year in the passing of **John Dowden** who many would remember for his efforts on the Judging team in the ACT.

Thank you to our **committee members** who have shown their dedication to the sport, clubs and fellow archers. They have regularly offered their time and experience to help the local community and represent the ACT to Archery Australia.



ARCHERY ACT SOCIETY INC 2022 ANNUAL GENERAL MEETING REPORTS

- Adrian, Martin, Rachel, Aaron, Paul, Steve, and Danielle

Thank you to the **delegates** who have provided a conduit for the information we need to co-ordinate with the clubs. We would be nowhere if it wasn't for the efforts of our clubs and this co-ordination within the region is important.

A special thank you to two of our committee members who have decided to take some time away. Unfortunately, AACT doesn't always come as a first priority and I hope they keep active in the sport and they will return to the committee when time permits.

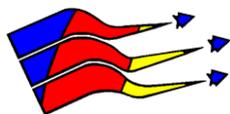
- **Adrian** for his dedication as **secretary**, often representing AACT to Archery Australia and concern about how Archery is, and will be, run in Canberra.
- **Aaron** for his efforts of running the **website** and IT platforms. During the past 3 years of COVID, these modern communication platforms have been an even more important facet of every organisation.

Finally, I would like to encourage anyone interested in learning more about the sport to join the Archery ACT committee. You will work with a great team that care about the sport and appreciate the efforts of our volunteers in whatever capacity they can provide.

Regards,

Tim Potter

Archery ACT President 2022



ARCHERY ACT SOCIETY INC

2022 ANNUAL GENERAL MEETING

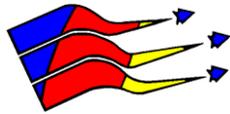
REPORTS

Secretary Report

This year has felt quite busy for the AACT Committee as we have learnt to manage COVID and return and return to 'normal'. Here are a few highlights from the past 12 months

- Archery Australia
 - Trail of a new National Tournament format
 - A new Constitution is imminent as AA transitions to a Company Limited by Guarantee
 - New Strategic plan has been published by AA.
 - National Integrity Framework has been adopted by AA
 - This will hopefully make complaint and conflict resolution easier in the future, with access to dedicated staff and new training material.
- Tournaments
 - We have successively run the Clout, Field, Indoor, Target and Short Course Championships, thanks to the efforts of the three clubs
 - TAC hosted and ran one of the biggest National Indoor Championships in recent times, with three flights across both days. It was one of busiest venues in the country.
 - Fletchlings and the Youth National Championships are yet to come
- Development
 - JETS has successively restarted and run for most of the year after a hiatus over COVID.
 - The Regional Development Program has been running well. The funding from AA has allowed for some specialist presenters and the purchase of some new equipment to aid coaching
 - We have three newly qualified Coaching Presenters, which will allow us to run coaching courses more frequently as they are required.
 - Level 1 and 2 coaching courses have successfully been running, helping us add to our coaching cohort.
- Performance
 - Craig Newbury, Stephen Slack and Alex Smith represented Australia at International Tournaments
 - Numerous National records and awards have been attained by our archers.
 - There are still some ongoing problems claiming these from AA
- Administration
 - The committee has met almost every month since the last AGM, which has helped keep us on top of the various activities
 - Both CAC and WVAC successively obtained grants through the Department of Sport and Recreation.

The membership and participation rates across the ACT are very healthy at present. The membership database indicates that we have approximately 800 members across the three clubs. Unfortunately, volunteers are still hard to come by, but this is not unique to our sport. Moving forward I suggest the Clubs and AACT Committee consider what a single Association for Archery in the ACT might look like. Despite some rivalries or biases between the clubs, I believe there are



ARCHERY ACT SOCIETY INC 2022 ANNUAL GENERAL MEETING REPORTS

significant efficiencies to be gained, which would reduce the administrative burdens on volunteers, and make us a more attractive for ACT Government grants.

Thank you to everyone I have worked with during my time as Secretary of the ACT. It's been a great adventure, and I have learnt a lot. Whilst I'll probably be back on the committee at some point in the future, I am looking forward to some time to focus on my family.

Adrian
Secretary
Archery ACT



ARCHERY ACT SOCIETY INC 2022 ANNUAL GENERAL MEETING REPORTS

Treasurer Report

AACT Treasurer Report

2022 financial year:

Archery ACT again achieved a surplus on its income and expenses this past financial year, of a total \$5,350.79.

Our income was generally close to the budgeted amounts, with the exception of our RDP grant falling outside the financial year (2023 will therefore be a double amount year).

Our expenses were slightly higher than budgeted in medals and uniforms, offset by lower expenses in grants and coaching. The Other Expenses line comprises the annual dinner, purchase of 4 Steady Aims, and event hosting fees paid to clubs.

Stuart Atkins was kind enough to volunteer to complete our audit this year. Thank you very much for your time and assistance Stuart.

2023 financial year:

The budget for the year ahead is expected to be similar to the past year's actuals. While there were no merchandise purchases over the past year, some are expected for this next year. Web and Tech expenses are large every 2nd year, which includes 2023.

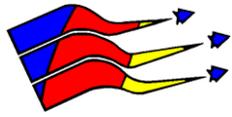
A surplus of \$12,184 has been budgeted for the 2023 financial year.

Items for voting:

For acceptance by the membership:

1. Archery ACT financial statements
 - a. Reviewer's report
 - b. Statement of Income and Expenditure 2021-22
 - c. Balance Sheet 2022
2. Budget 2022-23

Martin Riddell
Treasurer
Archery ACT



**ARCHERY ACT SOCIETY INC
2022 ANNUAL GENERAL MEETING
REPORTS**

Recorder Report



ARCHERY ACT SOCIETY INC 2022 ANNUAL GENERAL MEETING REPORTS

Officials Report

Another year and we are as busy as normal as from January this year our Judges have been busy with 5 National events, 4 AACT events, 24 QRE's, 2 3 day tournaments and 1 Tournament.

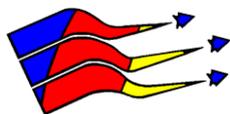
Sadly this year we lost John Dowden who has been a National Judge for many years.

Current National Judges are Paul Smith, Steve Caldicott, Mick Turner, Stuart Atkins, Mark Newnham, Rob Maguire and Myself. Event Judges Rachel Morgan and Alex Smith, Except Rob who is busy travelling and having a break all judges have volunteered their time. Thank you all without our volunteers it would not be possible to run these events.

Stephen Slack

National Judge

AACT Officials Member



**ARCHERY ACT SOCIETY INC
2022 ANNUAL GENERAL MEETING
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Coaching Coordinator Report

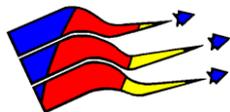
Archery ACT

Coach Coordinators Report for AGM 2022

1. Coaches are usually the very first people that potential members see when they turn up at our Come and Try programs. By being organised and consistent in the delivery of the training and providing a safe environment, our coaches leave a lasting impression on Come and Try participants. Lets not forget how hard our coaches work to deliver quality training in the ACT at local and state level. I would personally like to thank all our active coaches for their efforts to date. You are the backbone of our sport and directly contribute to an increase in our membership numbers.
2. After I took over the AACT Coaching Coordinator's role post 2021 AGM, my main priority was to try and get some coaching courses up and running again post the Covid lock downs. The first issue was having enough Archery Australia (AA) trained facilitators to run the courses locally. Coaching Facilitator training was eventually provided by AA at the end of Apr 22. This now give us three local coaching facilitators/assessors, myself, Alex Smith and Mel Mongan.
3. We have now delivered the following courses so far this year:
 - a. Level 1 Course – 26 June 22 with 8 attendees. and
 - b. Level 2 Transfer Course – 17 Jul 22 with 5 attendees.
4. The current plan is to run a full Level 2 Course in Nov 22. Please note that course planning for 2023 will not happen until early next year until the AACT and AA tournament programs are finalised.

Paul Smith

AACT Coaching Coordinator



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Youth Coordinator Report

We have been successful in getting our junior program (JETS) up and running this year. The first session was held at the end of March 2022. We have a team of 4 coaches with Neil being nominated as head coach for the JETS program. All 4 coaches have been consistent throughout the year. Having the 4 coaches helps with continuity.

In March we had 12 participants attend the program and this has continued throughout the year with a minimum attendance of 10 juniors with our max being 15 juniors. We have a core group that attend most months. The group have started to build friendships, increased their shooting skills, and have learnt new skills including scoring, clout, field, indoor, warm up and cool down exercises and overall archery form.

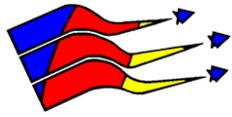
We are continually encouraging the junior to participate in club shoots as well as ACT and National shoots. We had a few juniors enter the Indoor Nationals this year and our focus as we move forward is to get our Junior shooting more of the ACT and National events.

We are hoping to continue the JETS program next year and will reach out to our current coaches to see if they would like to continue in their role, before reaching out to other coaches.

I would also like to take this opportunity to thank our 4 coaches for their dedication in supporting our youth archers.

Danielle Jackson

ACT Youth Coordinator



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Webmaster Report



ARCHERY ACT SOCIETY INC

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Appendix B: Balance Sheet 2021-22

Archery ACT Society Inc.

Balance Sheet

Financial Year ended 2021/2022

	2021/2022	2020/2021
Net Operating Profit or (Loss) for the year	\$ 5,350.79	\$ 13,395.10
Add retained Earnings brought forward	\$ 41,556.93	\$ 28,161.83
RETAINED EARNINGS	\$ 46,907.72	\$ 41,556.93

These funds are represented by:

	2021/2022	2020/2021
Current Assets		
Cash at Bank NAB 4659	\$ 46,607.72	\$ 41,426.46
Cash at Bank NAB 5298	\$ 300.00	\$ 130.47
	\$ 46,907.72	\$ 41,556.93

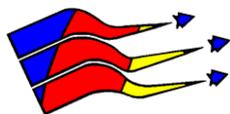
Fixed Assets

Equipment as per asset register	\$ -	\$ -
Less accumulated depreciation	\$ -	\$ -
	\$ -	\$ -

TOTAL ASSETS	\$ 46,907.72	\$ 41,556.93
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TOTAL LIABILITIES	\$ -	\$ -
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NET ASSETS	\$ 46,907.72	\$ 41,556.93
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ARCHERY ACT SOCIETY INC

2022 ANNUAL GENERAL MEETING

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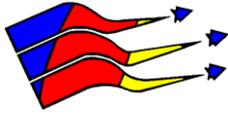
Appendix C: Statement of Income and Expenses

Archery ACT Society Inc.

Statement of Income and Expenses

Financial Year 2021/2022

Income	2021/2022	2020/2021
Online Memberships	\$ 13,472.80	\$ 13,986.71
Course Revenue	\$ 1,086.20	\$ 1,242.80
JETS	\$ 1,266.70	\$ 334.60
Events	\$ 956.00	\$ 984.68
Merchandise	\$ -	\$ 465.04
Bank Interest	\$ 4.40	\$ 3.52
Other	\$ -	\$ 3,500.00
	\$ 16,786.10	\$ 20,517.35
Expenses		
Grants	\$ 2,000.00	\$ -
AA Fees	\$ 120.00	\$ 120.00
Merchandise	\$ -	\$ -
JETS	\$ 480.00	\$ 808.25
Open Dev Program	\$ -	\$ 2,642.96
Medals	\$ 1,403.39	\$ 803.80
Coaching	\$ 1,807.28	\$ -
Uniforms	\$ 1,086.60	\$ 1,112.24
Reimbursements	\$ 120.00	\$ -
Web & Tech	\$ 230.89	\$ -
Other	\$ 4,187.15	\$ 1,635.00
	\$ 11,435.31	\$ 7,122.25
Net Operating Profit or (Loss) for the year	\$ 5,350.79	\$ 13,395.10



ARCHERY ACT SOCIETY INC
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Appendix D: Review Statement



ACT
Government
Chief Minister, Treasury and
Economic Development

**Reviewer's Report
Small Associations**

Associations Incorporation Act 1991

The reviewer can be any person who is not an officer of the association or have prepared or assisted with the preparation of the accounts. They do not need to hold any qualifications.

I, Stuart Atkins

have reviewed the accounts of

Archery ACT Inc

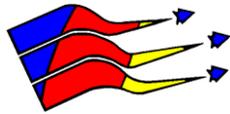
and confirm that, on the basis of the review, nothing has come to my attention that causes me to believe the accounting records are misleading and that they give a true and fair account of –

- (a) the income and expenditure of the association during the financial year under review; and
- (b) the assets and liabilities of the association at the end of that financial year; and
- (c) any mortgages, charges or other securities of any description affecting any property of the association at the end of that financial year; and
- (d) for each trust of which the association was the trustee during a period in that financial year, being part or all of that financial year –
 - (i) the income and expenditure of the trust during that period;
 - (ii) the assets and liabilities of the trust at the end of that period;
 - (iii) any mortgages, charges or other securities of any description affecting any of the property of the trust during that period; and
- (e) any prescribed matters.

Signed: _____

Date: 17/8/22

Phone: 0450321733



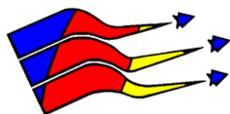
ARCHERY ACT SOCIETY INC

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Appendix E: AACT Budget 2021-22 Comparison

2021-22 AACT BUDGET				Comments
SUMMARY	BUDGET 2021-22	ACTUAL 2020-21	MOVEMENT	
Total Income	\$ 19,102.00	\$ 16,786.10	\$ 2,315.90	
Total Expenses	\$ 10,500.00	\$ 11,435.31	-\$ 935.31	
	BUDGET	ACTUAL	UNDER/OVER	
INCOME				
Online Memberships	\$ 13,000.00	\$ 13,472.80	\$ 472.80	
Events/JETS/Courses	\$ 2,500.00	\$ 3,308.90	\$ 808.90	Exceeded revenue
Merchandise	\$ 100.00	\$ -	\$ (100.00)	No general merchandise sales.
Bank Interest	\$ 2.00	\$ 4.40	\$ 2.40	
Other	\$ 3,500.00	\$ -	\$ (3,500.00)	AA RDP grant fell outside the 2022FY - so 2023FY will be a double year.
TOTAL INCOME	\$ 19,102.00	\$ 16,786.10		
EXPENSES				
Grants	\$ 3,000.00	\$ 2,000.00	\$ (1,000.00)	Paid less than expected: VI, Invictus, Archery World Cup
AA Fees	\$ -	\$ 120.00	\$ 120.00	
Merchandise	\$ -	\$ -	\$ -	No general merchandise purchases.
JETS	\$ -	\$ 480.00	\$ 480.00	Had not budgeted for JETS resuming.
Medals	\$ 1,000.00	\$ 1,403.39	\$ 403.39	Paid more than expected.
Coaching	\$ 4,000.00	\$ 1,807.28	\$ (2,192.72)	Paid less than expected.
Uniforms	\$ 500.00	\$ 1,086.60	\$ 586.60	Paid more than expected.
Reimbursements	\$ -	\$ 120.00	\$ 120.00	
Web & Tech	\$ -	\$ 230.89	\$ 230.89	
Archery Australia AGM	\$ -	\$ -	\$ -	No expenditure was required.
Other	\$ 2,000.00	\$ 4,187.15	\$ 2,187.15	Annual dinner (\$1197), purchase of 4 SteadyAims (\$956), two competition hosting fees to clubs (\$1200).
TOTAL EXPENSES	\$ 10,500.00	\$ 11,435.31		
NET	\$ 8,602.00	\$ 5,350.79		



ARCHERY ACT SOCIETY INC

2022 ANNUAL GENERAL MEETING

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Appendix F: AACT Budget 2022-23

Archery ACT

Budget 2022-23

Income	Actual 2021/2022	Budget 2022/2023	Comments
Online Memberships	\$ 13,472.80	\$ 13,000.00	
Course Revenue	\$ 1,086.20	\$ 1,000.00	
JETS	\$ 1,266.70	\$ 1,000.00	
Events	\$ 956.00	\$ 1,000.00	
Merchandise	\$ -	\$ -	
Bank Interest	\$ 4.40	\$ 4.00	
Other	\$ -	\$ 7,000.00	2022FY + 2023FY amounts in one year.
	<hr/> \$ 16,786.10	<hr/> \$ 23,004.00	
Expenses			
Grants	\$ 2,000.00	\$ 2,000.00	
AA Fees	\$ 120.00	\$ 120.00	
Merchandise	\$ -	\$ 500.00	Had budgeted \$2K for this past year but spent none. Will be some purchases this year.
JETS	\$ 480.00	\$ 500.00	
Medals	\$ 1,403.39	\$ 1,500.00	
Coaching	\$ 1,807.28	\$ 2,000.00	
Uniforms	\$ 1,086.60	\$ 1,000.00	
Reimbursements	\$ 120.00	\$ 200.00	
Web & Tech	\$ 230.89	\$ 1,000.00	Large expense every 2nd year
Other	\$ 4,187.15	\$ 2,000.00	
	<hr/> \$ 11,435.31	<hr/> \$ 10,820.00	
Net Operating Profit or (Loss) for the year	<hr/> <hr/> \$ 5,350.79	<hr/> <hr/> \$ 12,184.00	