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| av small logo.jpg | **Archery Victoria** | | | |
| Title: | AV Board Meeting | | |
| Subject: | Minutes | | |
| Author: | AV Board | | |
| Date: | 28 September 2017 | |  |
| Number: | 1052 | Pages: | 1 of 22 |

**Archery Victoria Board Meeting**

**Held via ZOOM Thursday 28 September 2017**

**1052.1. Meeting Opens**

The meeting was declared open at 1907h

**1052.2. Attendees**

Guenter Licht (GL) President/A/CFO

Alan Howell (AH) Members’ Representative

Brendan Jones (BJ) Board Member

Alec Potts (BJ) Board Member

Irene Norman (IN) Secretary

Peter Morey (PM) Secretariat to AV Board

**1052.3. Apologies**

Deb Popov-Conroy (DPC) Board Member

**1052.4. Declaration of Proxies**

Nil

**1052.5. Declaration of Material Personal Interests**

* Brendan Jones declared a Material Personal Interest as Partner in Billawin Waters Ltd, Member of AA Youth Development Committee and Board Member South-West Sport.
* Alec Potts declared a Material Personal Interest as Owner of Eliza Archery.
* Irene Norman declared a Material Personal Interest as Trustee of Arrows Plus.

**1052.6. Minutes of Previous Meeting**

The draft minutes of the meeting dated 24 Aug 17 were distributed via email. MOVED AH SECONDED BJ that the minutes of the meeting dated 24 Aug 17 as presented be formally accepted.

**CARRIED**

**1052.7 Business Arising from Previous Minutes**

* See Annex A

**1052.8 Business Conducted by Email since Last Meeting**

* Minutes of Meeting dated 24 Aug 17 were circulated and agreed.
* State Team Selection NAC18. Recommendations for NAC18 State Team selection were received from State Team Selection sub-committee. The recommendations were circulated and agreed.
* State Team Manager NAC18. Only one application was received. Application was circulated and agreed. AH recused himself from the vote. Alan Howell was appointed as the Team Manager for NAC18.

**1052.9 Reports**

1052.9.1 **Financials.** The Profit and Loss Statements and Balance Sheets for July 2017 and August 2017 are attached as Annex B to these minutes. Current balances of AV bank accounts is approximately $346,000. Of that amount, approximately $255,000 is held in a Term Deposit with the remainder held in a Business Transaction Account. The Term Deposit comes up for renewal on 5 Oct 17. After discussion, it was agreed that the Term Deposit be rolled over for approximately 7 months – depending on the rate on offer on the day. MOVED GL SECONDED BJ that the Term Deposit be rolled over.

**CARRIED**

1052.9.2 **Officials Reports.**  No Officials Reports were received this month. Reports are due for the October meeting. Annual reports will be requested from all officials for the AV Annual Report and to be presented at the AGM.

1052.9.3 **Working Party and Sub-Committee Reports.** There are currently two Working Parties and one Sub-Committee working as adjuncts to the Archery Victoria Board.

1052.9.3.1 **State Team Selection Sub-Committee**. The selection process for the NAC18 State Team was conducted and completed this month.

1052.9.3.2 **Review of State Recorder and State Badges Recorder Roles and Responsibilities.** A drop box system is being investigated. This would provide an access point to recorders.

1052.9.3.3 **Constitution and Governance Reform Working Party.** A meeting of this Working Party took place during Sep 17. A number of issues were discussed and agreed. These included a proposal for a 9 person Board with 7 elected and 2 appointed members. Three year terms (in lieu of 2) were proposed with a cap on the number of consecutive terms. Mandatory Gender representation on the Board was agreed at 40/40/20 (minimum 40% female, minimum 40% male with the remaining 20% of either gender). The results of the Working Party meeting are being collated and further work done on proposals for Constitutional changes. It was discussed that the current timeframe outlined in the Terms of Reference for this Working Party are unlikely to be met. It is now proposed that an outline of recommended changes will be presented (by Margot Foster) to the 2017 Annual General Meeting. This will be followed by a roadshow to provide more detailed information to clubs and allow discussion. If all is ready to go, a Special General Meeting may be called for in early 2018 to present Constitutional and governance changes. Further meetings of the Working Party will be needed.

1052.9.4 **Board Mentor Reports.**

1052.9.4.1 **Archers of Warrnambool.** BJ advised that a grant had been received from the LGA for improvements to the Range. It is noted that the Club has their first Coach Candidate who undertook face-to-face training on 9 Sep 17. That person is expected to be accredited as a Level 1 coach before the end of the year.

1052.9.4.2 **Orion Archers**. The Safety and Risk Assessment for Orion Archers has been completed. A graphic is being prepared by AH to complete the report.

1052.9.4.3 **Southern Cross Archers.** Further discussions between SCAC, AV and the City of Maribyrnong have been undertaken. Things look positive with permission being received for limited shooting on the range (come and try and members up to 40m). A further meeting with Council to discuss the long term plan is to be held next week.

1052.9.5 **Policy Reviews.** No policy reviews were presented to this meeting

1052.9.6 **Child Safe Update.**  It was noted that Geelong Archers has updated its website to reflect current requirements. This is a good model for other clubs to follow. No Child Safe issues have been raised this month.

1051.9.7 **Grant Funding Updates.** Work has been initiated on the Retention and Conversion Study with contact made with consultants recommended by VICSPORT. EOFY accounts for FY16/17 have been revamped to identify funding expenditure and income separately.

1052.9.8 **Athlete Achievements.** AV Board congratulated all those selected for the World Youth Championships.

**1052.10. Notices of Motion/Discussion Papers.** Nil notices of motion or discussion papers for this meeting.

**1052.11. General Business**

1052.11.1 **Annual General Meeting – lead in timings and actions**. The AGM was tentatively proposed for Saturday 25 November 2017 at 5pm. MAC was considered a preferred venue. Catering will be provided. IN is going to circulate information on the proposed date, inviting nominations for Board positions and Notices of Motion. One person per club will be invited to attend the AGM. A President’s Forum will be conducted after conclusion of the AGM.

As a corollary of this discussion, the Minute Secretary was asked to prepare a paper on the format of possible simplified minutes, for consideration in October. Separate Board Minutes and Operational Minutes might be recorded. Action Officer: PM

1052.11.2 **ABS Economic Impact Survey.** IN advised that the annual ABS Economic Impact Survey has been completed.

1052.11.3 **Sponsorship Request – Alec Potts.** AP declared a conflict of interest and left the meeting prior to this discussion. It was agreed that sponsorship money should be spread more widely, and that the previous sponsorship for Alec would not continue. It is proposed to distribute sponsorship moneys more widely and give elite and up and coming athletes access to additional funding, noting that sponsorship money is members’ moneys, not government money. Award and recognition will be considered to be the principals for future funding. IN to draft a rewrite of the Recognition of Achievement policy based on this discussion.

**1052.12 Meeting Closed**

Meeting closed by agreement at 2200h. Next meeting is 26 October 2017 via Zoom, at 7 p.m.

**ANNEX A**

**To Board Minutes**

**Dated 28 Sep 17**

**Dated 28 Sep 2017**

**BOARD MEETING ACTION ITEMS**

**OPEN ITEMS**

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| Item Number | Item | Action Officer | Meeting Date | Actions Taken | Status | | Due Date | Date Completed |
| 998.12.1 | Website management | IN  AH  AH/All  AH  AH/All  AH | 20/5/15  18/2/16  21/4/16  16/6/16  21/7/16  18/8/16  20/10/16  17/11/16  26/1/17  23/2/17  23/3/17  27/4/17  25/5/17  22/6/17  27/7/17  24/8/17  28/9/17 | A call is to be put out for EOI for updating and management of the AV website  TS is currently in discussions with a website developer in regard to updating the current website.  Shaun Hastie has expressed an interest in helping with the management of the AV website. Motion to bring Shaun on to help with this role.  Moved: TS  Seconded: IN  Moved 6:0  DS to liaise with SH and IMG re new website design and publication.  DS to check on progress  Access is being organised for SH to the current website so that the build of the new website can continue. The issue of management of the website was discussed. MOVED BJ SECONDED AH that an AV sub-committee be formed for govern the ongoing maintenance and securing of the website (and perhaps social media into the future). AH to head up sub-committee. CARRIED  AH has been in contact with SH. John Hyde (JH) advised we need to go up to V2 – response waiting from JH. SH has been advised. Some clean-ups have been done. Charter for sub-committee. All Board members to send ideas to AH.  Progress has been made on clean up of the current site. AH to report at next meeting.  AH advised that he is having some difficulty engaging IMG in discussion. AH confirmed that IMG were migrating all data on current website. IN advised that we had agreed in the initial instance to provide some inclusive images. Plan for content migration was the responsibility of IMG – minimal downtime between old site down and new site up. SH has done a backup of current website. AH is vigorously following up with IMG and scheduling a hook-up to outline timelines.  AH has been in contact with Sports TG. Sports TG have assured him that it is on track but not convinced. Deadline is 31 Jan 17. Delays discussed. AA has already intervened with Sports TG. Suggested that we give them until drop dead date and then seek deposit back. Formal 7 days notice of withdrawal. Issues discussed were the possible down sides of moving away from the same website provider as AA and going with a proprietary product that needs specific expertise to maintain. AH has researched alternatives which could be used and will continue to pursue. AH to advise AA of what is happening.  AH advised that SportsTG has submitted the first iteration of the website. Feedback provided indicated that the result of quite underwhelming. Additional information was requested on backend information and training support. Training to be on-line tutorial which was not the original understanding. Updated timeframe on responses has been requested. Information to date has been sparse. AH to continue to follow up and provide feedback. Feedback by Board Members to be provided to AH within the next week.  AH not able to attend this meeting. Further updates at April meeting  AH provided an update from SportsTG. New version of website provided by SportsTG was closer to requirements than the first version. It was still very basic but closer. AH to send out alternative website format for review. AH to contact John Hyde at Aa for an opinion on where to go next. Discussion paper to be prepared by AH. Out of session agreement may be required to get this sorted asap.  As per agreement at the last meeting, AH emailed SPORTSTG to advise that we intended to cease their contract. SPORTSTG asked for further consideration. AH requested a look at the work completed on the new site. Some answers were forthcoming from SPORTSTG. AH recommended the use of different platform to the Board, however members of the Board felt that there was some possible adverse effects of moving from the platform currently used by Archery Australia. It was agreed that AH would email SPORTSTG with further requests and the Board desire to see a site similar to ASA. SPORTSTG to develop site and handover to AV for administration asap. AH to determined suitable time-frame. It is hoped to have this issue resolved before the next Board meeting.  AH reported that progress on the new website is good. SportsTG have advised that AV should have control of the new website by the end of the month. We are waiting on info as to when training can be conducted. Shaun Hastie and Dawn Nelson-Furnell have both expressed interest in undertaking this training (along with Alan Howell). AH is seeing if an additional person can be added to the training. The Board is happy for AH, Shaun Hastie and Dawn Nelson-Furnell to undergo this training – along with an additional person if possible.  Sports TG have advised that website is ready and they are ready for training. Training date to be verified. Face-to-face training has been agreed. 4 likely to be trained. Nominees at discretion of AH.  AH reported that progress is proceeding. Documentation and images have been transferred. Allocation to correct menus and locations need to be done. Link to Mail Chimp has been included. On track if a little slower than hoped. AH to provide a write-up of progress on website for publication on website and Facebook. AH to distribute write-up to Board prior to publication.  Data Migration and invoice issues are continuing Additional training has been agreed by SportsTG. We are closer to getting this up. | | Continuing | 18 Aug 16  22 Oct 16  30 Nov 16  31 Jan 17  28 Feb 17  31 Mar 17  May 17  Jun 17  July 17  Aug 17  Sept 17  Oct 17 |  |
| 1020.12.7 Pt 3 | AV State Pathways Program | AP/BJ  AP/BJ  AP/IN/AH  AP/BJ  AP  AP | 27/4/17  25/5/17  22/6/17  27/7/17  24/8/17  28/9/17 | (Note: this item has been created as a result of splitting 3 actions previously under identified under 1020.12.7. The split into three distinct activities has been made to ensure clarity of the items. The original action items has now been closed and archived.)  AP presented some initial data from his research into other programs in place. The NSW program was discussed. This program concentrates on state team requirements. The Board agreed that the AV program needed to go from grassroots to State Squad level with the Team Selection process already in draft review. Alec will continue to develop his Discussion Paper with further decisions to be made following the meeting with AA.  AP has been working hard on this program and V6 was considered by the Board. It was agreed that a framework was starting to take shape but that more fleshing out is needed. BJ advised of some previous work done on this and he will provide that work to AP and assist with the program. AP and BJ to cost their time in the development of this program for acquittal of the Grant funding. Work continues. Board thanked AP for his work on this to date.  Version 18 of the Victorian Pathways Program was presented. The Board agreed that this document was a good starting point and could be published as the foundation for future work. MOVED AP SECONDED BJ that Version 18 of the Victorian Pathways Program (may need a new name) be accepted. **CARRIED**  The latest version of the Victorian High Performance Incentive Program was also presented. Some changes were suggested. It was agreed to hold off on further work on this document until the meeting with AA on the RTIP.  Pathways document now on website. Dates for 1st training program are still being negotiated by AP. AP following up with graphic designer to have pathways document reproduced. Can then be circulated to all clubs. Printer friendly version and electronic versions to be available. Announcements to be made following completion by graphic designer.  AP/BJ reminded to submit hours spent on task to IN.  No further update – Alec was following up.  AP following up with graphic designer  AP to prepare PDF and distribute for consideration. | | Continuing | May 17  Jun 17  Jul 17  Sep 17  Aug 17  Sept 17  Oct 17 |  |
| 1034.6.8 | Requirements for State Championships | AH/GL  AH/GL/AP  AH/GL | 21/12/16  26/1/17  23/2/17  23/3/17  27/4/17  25/5/17  22/6/17  27/6/17  27/8/17  28/9/17 | Expectations document and policy review to be undertaken  Still to be undertaken  Continuing. Survey to be completed on State Matchplay – AP to put out.  State Matchplay survey completed – see General Business. Expectations document still to be completed  AH and GL continue to work on this document. Draft to be presented to May 17 meeting.  AH & GL still discussing.  AH& GL still working on this. Draft to be presented to Jul 17 meeting  Still in train.  GL/AH still working on this one.  Dates agreed – on track. | | Continuing | Jan 17  Feb 17  Mar 17  Apr 17  May 17  Jun 17  Jul 17  Aug 17  Sep 17  Oct 17 |  |

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| 1036.10.6 | Review of AV Championship Shields | GL/IN  IN  IN | 26/1/17  23/2/17  25/5/17  22/6/17 | Stocktake of shields and current status and recommendations for usage to be presented to next meeting  Action continuing  IN presented the stocktake of the Champion Shields – stocktake information is at Annex C to these minutes. The Board decided that the shields needed to be updated. It was suggested that Tim Roberts may be willing to take on this task. IN to approach him. Some information is available from the archives on our website (AH is the contact). Some information may also be available from the State Records Recorder.  Tim Roberts from GHA has agreed to undertake the research to update the State Shields. Restoration work needs to be undertaken on the shields themselves. It was discussed as to whether AV should pursue the filling of gaps in the shields (some divisions, age groups etc not represented). It was determined that we sort out the ones we have first before we look at any more. The work on the shields will proceed in slower time but will hopefully be completed by the end of 2017. | Continuing | Feb 17  May 17  Jul 17  Dec 17 |  |
| 1038.10.2 | Technical Advisors to the AV Board | GL | 23/2/17  25/4/17  22/6/17  24/8/17  28/9/17 | Discussion Paper to be developed for April Board meeting on concept of technical advisors to the AV Board  Apologies for delay. Given other priorities discussion paper to be presented for Jun 17 meeting.  Work still to be undertaken. To be considered again at Sep 17 meeting.  Peter Bennett was appointed as a Technical Adviser to the Board to provide risk assessments, range design/layout and safety issues for Eastern Region Clubs. Subject to success of this model, Technical Advisers may be appointed to Northern and Western Regions. Duties of the role are to be defined. GL will provide an update at the next meeting.  A duty statement is to be prepared. | Continuing | Apr 17  Jun 17  Sep 17  Sep 17  Oct 17 |  |
| 1038.10.3 | Live Streaming | BJ | 23/2/17  25/5/17  22/6/17  24/8/17  28/9/17 | BJ to discuss live streaming proposal with David Gaze. Discussion paper to be put to May 17 Board Meeting (or earlier if ready).  BJ apologised for delay. Discussion paper will be ready for next meeting.  Work continuing.  BJ is going to work further on this and identify what is required, for future events. Specifications have been identified in principle.  BJ has spoken to David Gaze and they are working on a specification for this work including cost.  Work is continuing. | Continuing | May 17  Jun 17  Aug 17  Sep 17  Sep 17  Nov 17 |  |
| 1040.10.1 | Partnership with Golf Victoria | AP | 23/3/17  27/4/17  25/5/17  22/6/17  24/8/17  28/9/17 | Discussion paper to be presented to Board Meeting  AP still working on this proposal.  AP to meet with Golf Victoria HP Manager. Discussion paper due next meeting.  AP has met with Golf Victoria. Trial being discussed. They are coming back to AP with more info. Likely to be in next 3 months. Proceeding in slower time.  AP continues to work on this.  AP continues to work on this, and will advise further at the next meeting. The South Australian model may be copied. | Continuing | Apr 17  Jun 17  Sep 17  Sep 17  Oct 17 |  |
| 1042.8.2.1 | AV Tournament and State Records for World Archery recognised rounds in Open division for Para and VI archers | BJ | 27/4/17  25/5/17  22/6/17  27/7/17  24/8/17  26/9/17 | Liaise with State Records Recorder to establish these records. Optimal use of Archers Diary for these records where possible.  BJ has commenced discussions  AA have now issued a statement in relation to this. Victorian response should follow AA guidance. BJ will work with DNF on this.  BJ and DNF have discussed. DNF is pulling together some questions. Will move forward from there.  BJ is working with DNF on this. Waiting on info from AA on types of records, officials requirements etc.  Issue proceeding. | Continuing | Jul 17  Aug 17  Sep 17  Oct 17 |  |
| 1042.8.2.1 | AV supported Para & VI interest group | BJ | 27/4/17  22/6/17  27/6/17  24/8/17  28/9/17 | Set up an interest group to champion para & VI archery in Victoria and to make recommendations to the AV Board for development of this aspect of our sport  AV Para & VI Facebook Page has been established. There are some issues with VI archers being able to access this information and more work is to be done on this. An interest group meeting will be convened in the near future.  No further progress.  BJ is proposing an event on 17 September. This will be an AV activity. Venue, funding, and reimbursement issues and coaches are to be clarified. MOVED BJ SECONDED IN that a para/VI event be held for interested para/VI athletes and their coaches on 17 Sep 17. **CARRIED**. Venue to be confirmed.  Event was successful, and next steps are being considered. | Continuing | July 17  Aug 17  Sep 17  Oct 17 |  |
| 1042.8.2.1 | Classification of Para & VI archers | BJ  BJ/IN  BJ/IN | 27/4/17  22/6/17  27/7/17  24/8/17  28/9/17 | Organise for a classification session 6 months prior to the 2018 Para & VI Nationals  A classification session is to be booked for Jan 18 and notification provided to all clubs when information is available.  Notice to be sent out advising of para & VI classification opportunity. Notice to all clubs seeking candidates for classification. Seek candidates and information on disability. IN to send out notice. BJ to be contact for clubs with questions. Classification likely to be Dec/Jan. AV to pay for classifiers to travel to Melb. BJ to contact AA.  Notice still to go out. BJ has 1 person seeking classification at this stage. 3 only have nominated for Para/VI honorary team at this stage.  Two archers are yet to be classified. | Continuing | Aug 17  Sep 17  Oct 17 |  |

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| 1042.9.2 | Risk Management Strategy | IN  GL/IN | 27/4/17  25/5/17  22/6/17  27/7/17  28/9/17 | Action plan based on discussion paper recommendations to be prepared – including assignment of responsibilities.  Action plan presented and agreed. GL & IN to work on actions jointing.  Updates will be available for next meeting  Strategy to be informed by Safety and Risk Assessment undertaken by PB for Orion | Continuing | May 17  Jun 17  Jul 17  Aug 17  Nov 17 |  |
| 1042.9.3 | WWCC Changes to Legislation | IN | 27/4/17  25/5/17  22/6/17  27/7/17  28/8/17  28/9/17 | Action plan based on discussion paper recommendations to be prepared – including assignment of responsibilities  Action Plan presented and agreed. IN to implement.  Clubs advised via Child Safe Update No 2 of new WWCC requirements. A draft policy is expected to be ready for the next meeting.  Not yet complete. Should be available for next meeting  Draft policy document to be completed.  Policy document due in October | Continuing | May 17  Jun 17  Jul 17  Aug 17  Oct 17  Oct 17 |  |
| 1046.9.1 | Victorian Matchplay | BJ/AP | 22/6/17  27/7/17  24/8/17  28/9/17 | Work on dates, times, formats etc for both a ‘training ‘ matchplay event in 2017 and the 2018 Victorian State Matchplay  Work continues  BJ/AP have discussed format. BJ suggested two events in February as pilots (indoor). Two 2-day event is proposed. Further details will be provided to Board Members. In principle agreement by Board to proposed pilots and then design the State Matchplay event.  Work in progress. To be finalised by Nov 17. | Continuing | Jul 17  Aug 17  Sept 17  Nov 17 |  |
| 1046.10.1 | Tournament and Event Child Safe Commitment | BJ/AP  IN/AH | 22/6/17  27/7/17  24/8/17  28/9/17 | Work on recommendations for incorporating Child Safe requirements into tournaments and events  Work continues. Statement for all entries to be completed  Still being completed  Statement provided. Procedure to be completed – procedure to be in place before 2018 calendar commences. | Continuing | Jul 17  Aug 17  Sep 17  Nov 17 |  |
| 1046.10.2 | Pathways Development Day | AP | 22/6/17  27/7/17  24/8/17  28/9/17 | Further development of workshop concept and details  AP working on this with host club and presenters  AP still working on this.  AP awaiting advice from VIS on availability | Continuing | Jul 17  Aug 17  Sep 17  Nov 17 |  |
| 1044.10.4 | Schedule of Delegations | IN | 22/6/17  27/7/17  24/8/17  28/9/17 | Prepare draft schedule  Still being prepared  In train  Continuing | Continuing | Jul 17  Aug 17  Sep 17  Oct 17 |  |
| 1048.8.6.1 | Sponsorship Policy | All  IN | 27/7/17  24/8/17 | Comments on draft sponsorship policy  No comments received. Policy to be formatted and recirculated for comment/agreement. | Continuing | 21 Aug 17  Oct 17 |  |
| 1048.8.6.1 | Crossbow Policy | All  AP  AP | 27/7/17  24/8/17  28/9/17 | Comments on draft policy  Comments received by AP. AP still working on it.  AP still working on this. | Continuing | 21 Aug 17  Oct 17 |  |
| 1048.8.6.1 | Missing Policies 0533-0529 | IN | 27/7/17  24/8/17  28/9/17 | Review policies for relevant  Policies reviewed. Most appear to be duplicates of AA policy. Still confirming any Victorian specific requirements. IN to advise AH when review completed.  IN still working on this. | Continuing | Aug 17  Oct 17 |  |
| 1048.10.1 | 2018 Archery Victoria Tournament Event Calendar | IN | 27/7/17  24/8/17  28/9/17 | EOI to be issued.  EOI to go out in next few days. MAC have submitted their bids to GL. GL to pass on to IN.  Work is continuing. Awaiting advice from some clubs. IN is to distribute a draft. | Continuing | Aug 17  Sep 17  Oct 17 |  |
| 1048.10.1 | Changes to State Championships Roster | IN | 27/7/17  28/9/17 | EOI to be issued in Sep 17  EOI to be issues late Sept | Continuing | Sep 17  Oct 17 |  |
| 1048.11.8 | Review of Policy 0492 | IN | 27/7/17  24/8/17  28/9/17 | Review Policy – consider Invictus, Oceania and others  Policy review must include good standing with AV. Possible tiered recognition with reduced amounts for lower level international games.  Inclusion of discussion relating to expanded sponsorship opportunities to be considered. Policy to be ready for start of 2018 calendar. | Continuing | Aug 17  Nov 17 |  |

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| 1048.11.10 | Property in City of Hobsons Bay. | AH | 27/7/17  28/9/17 | Mobile have a buffer zone at their Altona refinery which is potentially being made available to sporting organisations. A large piece of land is involved which may make a good site for a proposed AV club or a State Archery Park. This may also be a solution for SCAC. AH provided information on the proposal to the Board. Considerable discussion ensued. The Board agreed that AH do more investigation on where the project is up to and what the opportunities might be.  A response is awaited from Mobil. Wind exposure is an issue. A core question is whether the archery community is interested in building a State Archery Centre. Options are being explored. | Continuing | Sept 17  Oct 17 |  |
| 1048.10.3 | Beastwear and Aspect Sponsorship Proposals | GL/IN | 27/7/17  28/9/17 | GL reported on a meeting with Beastwear who had approached AV to be an exclusive provider of uniforms to AV It was noted that since the meeting with Beastwear (some three weeks prior), no contact had been made by the company and the documentation and information requested from them had not been provided. IN noted that range and price of garments from Beastwear looked promising but their responsiveness and commitment may be in question. GL also provided a similar sponsorship proposal from Aspect (our current uniform provider). The Board confirmed that any sponsorship arrangement would need to benefit Member Clubs and not just Archery Victoria directly. This issue has been put on hold pending the finalisation of the AV Sponsorship Policy.  IN will prepare a discussion paper on this for consideration. | Continuing | Sep 17  Oct 17 |  |
| 1050.11.3 | Review of Officials Payments and Policy | SL | 24 Aug 17 | Submission re amendments to Judges Policy including payments and travel etc for long distance travel by NJCs and NJs. Consideration of equipment provision for new NJCs. | Continuing | Oct 17 |  |
| 1050.11.4 | Judges Courses | SL | 24 Aug 17  28 Sep 17 | SL to investigate and organise another Judges course.  Still being investigated. A judges course is proposed for October. | Continuing | Oct 17 |  |

**ITEMS CLOSED THIS MEETING**

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| Item Number | Item | Action Officer | Meeting Date | Actions Taken | Status | Date Completed | |
| 1048.11.4 | EOI Team Manager 2017 NAC | IN | 27/7/17  24/8/17  28/9/17 | EOI to be issued  EOI has been issued  CLOSED | CLOSED |  | 28 Sep 17 |
| 1042.8.2.2 | 2017 NYAC Recommendations | BJ | 27/4  28/9/17 | Liaise with Ros on any changes to policies and procedures as a result of her recommendations. Work with Ros on a program for the lead up to the 2018 Championships.  Closed. | CLOSED | Sep 17 | 28 Sep 17 |
| 1046.10.3 | Clout Tournaments/VRRs | BJ/GL | 22/6/17  27/7/17  24/8/17  28/9/17 | Discuss events with interest clubs and organise  Still being worked on.  2 clubs nominated at President’s Forum. AA 2/12, YDA 3/12. 4 clout events to be scheduled. Clash with AIM event needs to be sorted. AIM is considering. Pending acceptance of conflict by AIM archers, Board will consider the VRR events.  Events have been allocated. | CLOSED | Jul 17  Aug 17  Sept 17 | 28 Sep 17 |
| 1020.12.7 Pt 1 | Funding Application – Sherbrooke Archers | AP | 27/4/17  25/5/17  22/6/17  27/7/17  24/8/17  28/9/17 | (Note: this item has been created as a result of splitting 3 actions previously under identified under 1020.12.7. The split into three distinct activities has been made to ensure clarity of the items. The original action items has now been closed and archived.)  AP has spoken to MP at SA again. To avoid confusion AV will channel all communication through the SA Secretary. The issue of funding for SA is on hold until the State Pathway program is in a more mature state. AP to advise SA Secretary that the application remains open.  Nil updates at this stage pending more mature state of State Pathways program.  Nil updates  Nil updates  Nil Updates  With funds for RTIP now returned to AA this application is to be closed. Funding may become available under the State Pathways program currently being developed – 1st part to be published before the AGM. If funds become available as part of this program, a call will be put out to all clubs for funding application. | CLOSED | May 17  Jul 17  Jul 17  Oct 17 | 28 Sep 17 |
| 1020.12.7 Pt 2 | AA Talent Identification Program (Regional Pathways) | AP | 27/4/17  25/5/17  22/6/17  27/7/17  24/8/17  28/9/17 | (Note: this item has been created as a result of splitting 3 actions previously under identified under 1020.12.7. The split into three distinct activities has been made to ensure clarity of the items. The original action items has now been closed and archived.)  AA have requested dates to meet with CEO AA and HP Manager and the AV Board. AP to gather dates and liaise with AA.  AP has made contact with AA re meeting to discuss introduction of RTIP into Victoria. Nil response as yet. Invoice received to return the $45,000 to Archery Australia which was paid to AV in Jun 16 for this program. Payment will be made over the next two weeks (in instalments to meet banking needs on daily limits).  A meeting has been organised with AA to discuss this program for Victoria. Meeting will be via Zoom on Thursday 29 Jun 17.  Telecon meeting with AA High Performance Co-ordinator. Outlined elite pathways and what AA is intending. Looking for expression of consent that AV are interested. Phone call to GL to confirm interest. Emphasis is target and recurve. AV are good to go with support of this program. Documentation still to be received from AA. GL to follow up with AA on documentation.  GL still to follow up with AA on information requested.  This item will be closed pending receipt of further information or progress from AA | CLOSED | May 17  Jun 17  Jul 17  Aug 17  Sep 17 | 28 Sep 17 |

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| 1038.10.1 | Victorian Leg of NMS | GL/BJ  GL/AH/IN  IN | 23/2/17  25/5/17  22/6/17  27/7/17  24/8/17 | Guidelines for Victorian Leg of NMS to be included in AV guidelines for State Championship Events  Still with GL and AH. Nominations for NMS 2018 and State Matchplay (as a separate event) to be sought. IN to put out EOI.  EOI issued to clubs. Nil responses to date. IN to follow up with clubs  Two responses received by due date. Another response two weeks after closure. Board confirmed Yering to conduct the Victorian Leg of NMS. MAC and TCAG to be advised that they will be considered for State Matchplay. IN to advise AA, Yering, MAC and TCAG. BJ to be contact for Yering. BJ to discuss prize money with Yering. Yering to provide submission on sponsorship.  Dates have been confirmed with AA and published. BJ to meet with Yering. Prize money and planning is ongoing. Submission on sponsorship to be submitted by YDA. | CLOSED | May 17  Jun 17  Jul 17  Aug 17  Sep 17 | 28 Sep 17 |
| 1042.10.1 | New AV Medals | GL | 27/4/17  25/5/17  22/6/17  27/7/17  28/8/17  28/9/17 | GL to prepare designs for Grand Prix series medals and submit for consideration  GL advised that new designs will be sent out soon.  Draft designs have been submitted. Work continuing  GL waiting on final designs. Will distribute as soon as available.  Design changes have been suggested to designer and awaiting new design  Matter proceeding – now normal business. | CLOSED | Jun 17  Jul 17  Aug 17  Sep 17  Oct 17 | 28 Sep 17 |

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| 1046.8.1 | Orion Archers Loan | DPC | 22/6/17  27/7/17  28/7/17  28/9/17 | Follow up on loan repayment commencement. Loan repayment to be $50 per month or $150 per quarter paid direct to the AV Bank Acct.  DPC advised that Orion Treasurer will be in touch in relation to loan repayments. DPC offered assistance to get Orion up and running. Some issues still being encountered by club in getting operational. DPC to determine what has been done with seed funding.  Orion treasurer has provided update on status of loan. Repayment schedule to be agreed.  Issue to be followed up by Board Mentor. NFA by Board at this stage. | CLOSED | Jul 17  Aug 17  Sep 17 | 28 Sep 17 |
| 1046.10.3 | Clout Tournaments/VRRs | BJ/GL | 22/6/17  27/7/17  24/8/17  28/9/17 | Discuss events with interest clubs and organise  Still being worked on.  2 clubs nominated at President’s Forum. AA 2/12, YDA 3/12. 4 clout events to be scheduled. Clash with AIM event needs to be sorted. AIM is considering. Pending acceptance of conflict by AIM archers, Board will consider the VRR events.  Events in place. NFA at this time | CLOSED | Jul 17  Aug 17  Sept 17 | 28 Sep 17 |
| 1048.10.2 | Appointment of Auditor | IN | 27/7/17  24/8/17  28/9/17 | Contact auditor to determine availability  Nil confirmation from previous auditor. Yarra Business Group have been approached.  Yarra Business Group has agreed to undertake the audit. An appointment has been scheduled, and the AGM date was also discussed. Auditor of record is Peter Nanos – Yarra Business Group | CLOSED | Aug 17  Sep 17 | 28 Sep 17 |

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| 1048.11.9 | Southern Cross Archery Club | AH | 27/7/17  28/9/17 | City of Maribyrnong have temporarily closed down SCAC. Meeting was held between SCAC and City of Maribyrnong. IN attended on behalf of AV. Reps from Council were from Leisure and Sports area. Drive on the closure has come from the Risk Management area of Council. Urban encroachment is significantly impacting the club and the risk factors. An independent risk assessment was done by the Council insurers without reference to the club. This has resulted in a number of inaccuracies in the report. Council employees agreed to a 2 part submission. The first is to reinstate the come and try activities. The second is to reinstate archery on the site. AV has suggested that SCAC approach the elected local Councillors to seek support. This does not appear to have been done to date. AH reported on a possible alternate location which is being considered at the moment.  Discussions with Council are continuing. This item to now be included in Board Mentor reports. This action closed. | CLOSED | Sep 17 | 28 Sep 17 |
| 1050.9.5.1 | State Team Addendum | IN | 24 Aug 17 | Updated information to be sent to AH for publication | CLOSED | Sep 17 | 28 Sep 17 |

Financial Statements for July 2017 and August 2017 are appended as separate documents