



Dean MINUTES OF MEETING

Special General	No
Executive Committee	Yes
Held via video link	13 April 2020

Present Present/Apologies:

Position	Name	Present	Apology
President	Roger Emery	Y	
Vice President	Michael Hinds		Y
Treasurer	Graham Brown	Y	
Secretary	Graham Brown	Y	
P-R-O	Dean Emery	Y	
Club Recorder	Geoff Dyer	Y	
Coaching Coordinator	Dean Emery	Y	
Public Officer	Rolfe de LaMotte	Y	

Meeting Opened	7:00 Roger Emery (Chair)	Action Items
Confirmation of Previous Minutes	Moved, seconded that the minutes of the previous meeting, with these amendments be confirmed:	Moved: Geoff Dyer Seconded: Graham Brown
Business arising from the minutes	Quote for new target spotlights in the indoors about \$2764	
Agenda		
1.	<p>New website and domain name approval including new email addresses for committee members.</p> <p>Current name of our domain is paringa.org.au via archerytasmania. The new domain is paringaarchers.org.au cost about \$200 AST will reimburse the cost.</p> <p>This will operate independently of Archery Tasmania and will be www.paringaarchers.org.au.</p> <p>New website has the facility to cater for new Come N Try participants to download the temporary membership form and pre-fill in before coming to the club. The same option for groups to pre-fill out a group form is available. This will help in distancing and also minimise contact</p> <p>Also has the Membership application form so that new applicants can fill them in and bring to the club reducing handling of paperwork.</p>	Moved: Dean Emery Seconded: Graham Brown

	<p>From the website – Come N Try registrations for both the Wednesday night and Saturday morning sessions can be made and pre-paid, again minimising physical contact. A list of those preregistered will be printed for Saturday mornings, so we know who has paid and who is a walk in for the day.</p>	
2.	<p>New Saturday Come N Try registrations and payments and use of laptop to register participants and 8/12-week progress.</p> <p>All Come N Try participants will be asked to prepay and preregister via the links on the new website or Facebook. As in the larger community, payment by other means than cash is to be strongly recommended.</p> <p>Cash will still be accepted but pre-registration will be recommended for the next visit.</p> <p>To minimize contact during signing in, the sign in book and the 12-week sign in book will be replaced by logging on via a laptop and spreadsheet.(this will be done by on duty members) As people register for the Come N Try, they will be placed in the appropriate sign in and 12-week progress forms.</p> <p>Members will be logged in on computer, just let the sign in people know when they arrive, no need to sign book.</p> <p>These steps will help to minimize physical contact and potential transfer of infection and along with self-distancing of participants as they come in.</p> <p>For security of data, there will be 2 copies of the spreadsheet used and also a USB copy kept in the outer armoury each week. For our purposes, 3 backup copies should be well enough.</p> <p>Training will be given in the use of the laptop and spreadsheet as needed.</p>	<p>Moved: Graham Seconded: Dean</p>
3.		
4.	<p>Jeff Garner suggested a club video get tougher on Zoom to keep people in touch</p>	
5.		
6.		

11.		
Correspondence:	1. Emails IN: 2. Emails OUT: 3. Other letters Moved: Seconded:	
Treasurers Report:		Moved: Graham Seconded: Rolfe
Club Recorders Report:		
P-R-O Report:		
Coaching Coordinator Report:		
Presidents Report:		
General & New Business:		
1.		
Meeting Closed:		
Next meeting:	11 th May 7:00pm	
President:	<i>Roger Emery</i>	Signed:
Secretary:	<i>Graham Brown</i>	Signed: