

## MINUTES OF QCTA COUNCIL MEETING

St George  
Friday 26<sup>th</sup> July 2019

**Present:** G. Moore, B. Muirson, M. Collins, D. Back, B. Cowley, M. Swale, D. Harwood, K. Jarick, M. Robertson, R. Nugent, B. Pile.  
Proxy representative: A. Whyte for G. Oats

**Chairman:** G. Moore                      **Minutes:** D. Young

**1. Meeting Opened:** 9.00 am

**2. Apologies:** B. Brown, B. Beazley, G. Oats, B. Lansdown.

***“That leave of absence be granted to those who have lodged an apology or appointed a proxy representative.”***

Moved: B. Muirson                      2<sup>nd</sup>: R. Nugent    Carried

**3. Minutes of previous meeting:**

i) State Council Meeting – Emerald 3/5/19:

***“That the minutes of the State Council meeting of 3<sup>rd</sup> May 2019 represent a true and correct record.”***

Moved: D. Back                                      2<sup>nd</sup>: B. Muirson    Carried

**Business Arising:**

- G. Moore – Letter re consumption of alcohol was sent to all clubs on 21/7/19, fulfilling our responsibility to Weapons Licensing. Suggested we monitor this situation.
- M. Collins requested an update on the banned shooter from the Northern Zone. The club reported that this was finalised last August, it is up to the shooter to follow up if further action is required.
- B. Grice is yet to be contacted regarding the list of past presidents.

**4. Financial Report:**

D. Young presented the financial report.

An additional \$17,655.00 in the form of a grant payment has been received in the week since the financial report was prepared. Also an invoice from Gemfields for the trap carnival ground fee was received for \$6040.

An error in addition of the accounts for payment was corrected to total \$4914.75.

At present there has been no commitment for future grants from Dept Housing.

***“That the financial report be accepted and accounts presented be approved for payment.”***

Moved: R. Nugent

2<sup>nd</sup>: B. Muirson

Carried

R. Nugent asked how interest on loans was calculated. Clubs are currently invoiced annually on the date of the loan at 2% on the balance outstanding at the time.

K. Jarick suggested this system should not be changed however clubs should be notified prior to the due date of the loan to be paid out.

Regarding the recommendations from the auditor’s report, the following items were addressed:

- i. Outstanding team subsidy payments – these to be written off.
- ii. Bank reconciliations are to be signed off by the Management committee

***“That 3-monthly reconciliations be signed off by either the Treasurer or Secretary.”***

Moved: R. Nugent

2<sup>nd</sup>: M. Collins

Carried

- iii. Applicable GST – Discussion followed re which items were subject to GST, particularly non-invoice items. We will have a uniform system so GST is applicable to the correct items with invoices provided for all payments.
- iiii. Inventory – A detailed inventory list and stock take is provided to the auditor at the end of each year. We would benefit by writing off many obsolete items.

Trap Carnival P&L:

The Emerald carnival was the first to see the introduction of the \$10 per shooter fee in addition to the fixed ground fee. This fee covers all previous hire equipment and additional venue costs.

The importance of sponsorship for all events was discussed, K. Jarick asked if sponsorship was locked in for the following year.

R. Nugent queried if all figures were GST inclusive or exclusive and advised that the current landed per target price for the carnival in Roma next year would be closer to .17 cents per target. Figures were inclusive on the P&L but exclusive in the audit report. Discussion followed regarding the cost of targets and the possibility of increasing nominations as there has not been a price increase for a number of years.

Clubs should be expected to impose a camping fee.

D. Young raised the current policy of grade taking precedence over sections which is now affected with proportionate prize payments. (To be discussed in general business).

<b>ACTION:</b>	D. Young	To write a thank you letter to The Outpost for the Spika safe.
<b>Date of Completion:</b>		

## 5. Correspondence:

### Inward:

- Item #10372 – We have had an enquiry to start a new club at Quilpie which will offer sporting.

***“That Inward Correspondence be accepted and Outward Correspondence adopted.”***

Moved: D. Harwood

2<sup>nd</sup>: D. Back

Carried

## 6. New Business:

Items a) & i) discussed in Financial Report

### b) Location of QCTA Material

D. Harwood asked about the storage and location of QCTA records and documents. Discussion followed with regard to a suitable backup system which could be accessed by other committee members in the event of damage to the office or current records system.

***“That QCTA records and systems be backed up with access made available to another Management member at a separate location.”***

Moved: K. Jarick

2<sup>nd</sup>: B. Cowley

Carried

<b>ACTION:</b>	D. Young	To consider suitable back up options & report to Management.
<b>Date of Completion:</b>		

### c) Hall of Fame Criteria

D. Harwood asked about the current criteria for the Queensland Hall of Fame. R. Nugent provided this in document form.

It was suggested C. Witt no longer considered himself the State Historian. This to be followed up and confirmed.

<b>ACTION:</b>	D. Young	To contact Colin Witt regarding his role as State Historian.
<b>Date of Completion:</b>		

R. Nugent explained the confusion regarding Margaret Denton’s consideration for the Hall of Fame. This was a query related to the ACTA Hall of Fame, not the QCTA. The achievements of many female shooters are not in question however adequate records were not kept at the time. For example, M. Denton has won numerous National Ladies Skeet High Guns but there is no provision for Hall of Fame points under the current criteria.

G. Moore explained that letters from P. Keller and Brisbane Gun Club referred to this with regard to changing the 2020 State Skeet Carnival but the QCTA was not aware of a Hall of Fame presentation. He read P. Keller’s letter.

d) Website

D. Harwood asked about the new website. Five pages are currently available and online with others under construction. B. Muirson presented the new website and its various pages, this is progressing on an ongoing basis.

*Break for morning tea 10.30am – Resume meeting at 11am*

e) Resignations in Writing

(On behalf B. Beazley) K. Jarick stated that resignations should be put in writing rather than received verbally or through discussion, to avoid confusion. Resignations should also come through the Zone secretary.

***“That resignations be officially received in writing from the relevant Zone secretary.”***

Moved: K. Jarick

2<sup>nd</sup>: D. Harwood

Carried

f) AGM Minutes

(On behalf B. Beazley) K. Jarick enquired about circulation of AGM minutes. D. Young currently distributes the financial report, publishes the new office bearers in the program book and on the website, but does not distribute the minutes until the following AGM for ratification. B. Beazley has requested they be circulated after the meeting.

K. Jarick noted that to distribute the minutes immediately after the meeting they could only be circulated in draft format, even if on request, which was not recommended. Council agreed to leave the current system in place.

g) Re-Zoning

D. Back asked about the correct process for a club to request to change Zones, in this case Charleville would like to be re-zoned to the Central Zone. They would have to make a request through their current Zone.

B. Muirson explained that Scrubby Creek were initially part of the Central Zone but were re-zoned to the Western Zone and have since applied to move back. Although Charleville is not a boundary club, D. Back will recommend that they make request through the Western Zone.

h) DTL Nationals Ongoing

Return to this item when L. Sutton arrives.

j) State Skeet Carnival 2020

It was decided that the carnival should remain in the SE Zone per the rotation. As Brisbane have surrendered the carnival the SE Zone will re-allocate it. Toowoomba is the only other venue with 4 layouts, therefore it will be offered to Toowoomba.

k) Observers Policy

The origin of the Observers Policy was discussed. It was explained that it was common for Councilors to travel with other shooters so the policy allowed non-Councilors to attend meetings. It was also hoped it would encourage future Councilors.

M. Collins read the policy, the application letter from Roma, and his email to Management concerning the application, and asked opinions of those present.

Discussion followed with regard to the policy, transparency and participation at meetings. It was generally conveyed that it was incorrect to personalize or pass judgement on observers making application, however there is an approval process by Management. Councilors questioned why the application was refused in this case and M. Collins provided his reasoning for this decision. M. Collins would like to remove the Observers Policy.

R. Nugent stated that a person attending as a substitute delegate is not required to be a member of the association. M. Collins wants this removed from the constitution.

A. Whyte discussed their intent and reasons for wanting to address the meeting.  
G. Moore apologised that an incorrect decision may have been made in this case.  
M. Collins stood by his decision.

***“That the Observers Policy remain in its current form.”***

Moved: K. Jarick

2<sup>nd</sup>: B. Muirson

Carried

I) Constitutional Review

The ACTA has a review coming up and as QCTA has a stake in this matter they need to consider what they would like to see raised. It is an opportunity to put our ideas forward. All states and territories will be approached or will be offered forums to address this.

*Break for lunch 12.20pm – Resume meeting at 1.15pm*

*L. Sutton joined the meeting.*

Previous item (h) DTL Nationals Ongoing

G. Moore introduced A. Whyte and L. Sutton from the Roma club and invited them to speak on this item.

A. Whyte read a statement on the success of the recent Nationals and the many benefits of maintaining the current rotation to include Roma and Perth. The roster is to be on the ACTA agenda for the Executive meeting in August and it is the intent of the southern states to hold all future Nationals at Wagga.

A. Whyte proposed the request to maintain the current rotation to include Roma be included as an ACTA Executive agenda item.

Discussion followed with regard to the advantages of supporting this proposal and the campaign to return the Nationals to Queensland, including an update on the situation of the National grounds. The Roma club also made a \$30,000 contribution to the ACTA in appreciation for the opportunity to host the 2019 event, a significant financial benefit for continuing the rotation to include Queensland.

The meeting is an opportunity to approach Perth to support the rotation and present the benefits to the Executive, which should also include the economic benefits. It was also proposed the QCTA consider allocating funds to support the event at state level.

***“That a letter of explanation requesting support be written to WA.”***

Moved: R. Nugent

2<sup>nd</sup>: D. Back

Carried

***“That a letter, to include the points in A. Whyte’s document and the economic benefits of conducting the Nationals in Queensland, be prepared for the ACTA Executive meeting.”***

Moved: R. Nugent

2<sup>nd</sup>: D. Harwood

Carried

<b>ACTION:</b>	D. Young	To complete letter for meeting to reach ACTA before 2 <sup>nd</sup> August.
<b>Date of Completion:</b>		

Letter to be sent to Councilors for approval, if time permits.

G. Moore thanked A. Whyte and L. Sutton for their presentation.

m) Non-Complying Clubs

R. Nugent addressed the issue previously raised at the Barcaldine meeting, that an ACTA Executive member had advised the Brisbane Gun Club that it was acceptable to allow social members who were not ACTA members to join and participate at their club. The ACTA has advised the club that this is not the case.

As a regulated sport a degree of organisation is required for any event such as flags, range officers, range registers, etc. This includes competition, practise or other activities. Therefore clubs must comply by having all members as ACTA members.

Discussion followed as to whether non-complying clubs should be eligible to hold Zone or State championship events. The recent State ISSF Carnival was also recounted.

***“That the QCTA write to Brisbane Gun Club regarding non-compliance and concerns of constitutional issues, to be presented to the new committee and requesting a response. Mention should be made of the issues regarding the behavior of the President at the recent ISSF carnival. A request will be made that a delegation from the QCTA meet with the new committee at the earliest convenience.”***

Moved: K. Jarick

2<sup>nd</sup>: B. Muirson

Carried

D. Young mentioned that a venue for the State ISSF Carnival will be required for the program book. At present we will publish that the venue is TBA, and we will continue to include Double Trap in the program.

***“That the Queensland silver badge is removed from Double Trap and it will be a sash only event.”***

Moved: B. Pile

2<sup>nd</sup>: M. Collins

Carried

The issue of monies paid to Don Zeisemer for supply of silver badges was also raised, and D. Harwood will look into this.

For all other State events there must be a minimum of three (3) competitors before sashes are awarded.

n) Complaints Direct to President  
(On behalf B. Beazley) K. Jarick put forward the request that all complaints to the QCTA should be directed to the President. At present we endeavor to have all communications directed through the State office. All concerns are forwarded to Management and they instruct on the response.

o) State Team Selection  
(On behalf B. Beazley) K. Jarick reported that it has been requested to reverse the motion put forward at the previous meeting regarding the limit for team selection reserves to come from the postal teams. He read comments from B. Beazley. R. Nugent spoke against the introduction of MQS and suggested that juniors simply be excluded from the previous motion.

***“That the previous motion regarding State team selection be rescinded.”***

Moved: R. Nugent                      2<sup>nd</sup>: D. Harwood                      Carried

***“That the provision for Open, Ladies and Veteran team selection remain the same, but for juniors to be exempt and team selection unrestricted.”***

Moved: R. Nugent                      2<sup>nd</sup>: D. Harwood                      Carried

p) Team Uniforms  
Queensland team members looked good in their new uniforms this year however we did not win best dressed. Costs were discussed.

***“That we stay with the current uniform for both Trap and Skeet teams.”***

Moved: R. Nugent                      2<sup>nd</sup>: M. Collins                      Carried

q) State Sporting Carnival  
It was previously decided that the 2020 5-Stand carnival is to be offered to the SE Zone however as the funding is finalised the guidelines will need to change. The 4 sporting traps now owned by the QCTA have been relocated to Parkwood storage to be transported to the next State Sporting Carnival. D. Young is to draft the guidelines to accommodate both State and venue club, and send to Council for approval.

r) Date of Documentation to Auditor  
K. Jarick asked when the books of accounts were provided to the auditor for the 2018 financial report. D. Young explained that the auditor requested the books not be sent until after the accounts were transferred to Xero, and we were still working on the electronic transfer until a few days before the AGM. K. Jarick suggested it may have been an unfair call to transfer the accounts when they had already been completed manually.

s) Title of State Secretary  
Some difficulties arise from having two people in our association with the title of State Secretary, particularly when working online with government agencies, such as for

funding, Office of Fair Trading, Information Commissioner, etc. Name and title do not match our association's submitted office bearers, blocking you from proceeding. Discussion followed as to the reasons for the original change. K. Jarick asked what appeared in the job description, which was State Administrator. Objections were called for and none received.

***"That D. Young's title revert back to that of State Administrator."***

Moved: M. Collins

2<sup>nd</sup>: K. Jarick

Carried

t) Comments from SE Zone Delegate

M. Collins distributed emails containing comments made by the Ballandean club delegate. This matter was referred to State Council by the SE Zone. He stressed that Councilors were volunteers and should not be subject to negative or personal comments.

Discussion followed with regard to the accusatory nature of the comments and the wide range of recipients included, some of which are no longer associated with their clubs. Some emails include complaints about minutes not received that have been circulated more than two months prior, including to his own club. K. Jarick was also going to raise these issues at a SE Zone meeting but it did not occur. He was not privy to all the email communications but confirmed that he also notified the delegate that minutes had been received.

Further emails were discussed. It was suggested their content and nature of the complaints, particularly persistent criticisms of remedied issues and distribution could be viewed as examples of workplace bullying. The rights of employees need to be considered by Management.

It was agreed that clarification needs to be sought and a specific explanation required about those being targeted in the comments. A letter requesting this information is to be sent to the delegate.

G. Moore read a letter from St George with regard to correspondence to the QCTA, and confirmed that their nomination for President was sent and received prior to the AGM. An additional email address for the QCTA was suggested.

State Trap Carnival Prizes:

Revisited from the financial report.

It was suggested that the previous policy no longer apply and that section sashes and prizes be awarded in addition to grade wins, including overall, championship events and high guns.

***"That competitors are eligible to win multiple sashes and prizes if relevant to their grade and section."***

Moved: M. Collins

2<sup>nd</sup>: D. Harwood

Carried

***"That in future advertisements for the State Trap Carnival the payment system and applicable prize money be advertised."***

Moved: R. Nugent

2<sup>nd</sup>: D. Harwood

Carried

## **7. General Business:**

1. M. Swale recently attended the Rules Supervisors meeting. The qualifications and pre-requisites that have been suggested for this role are such that there will be no-one eligible to qualify. He suggests this go to the ACTA Executive meeting and the documentation outlining the requirements be submitted to M. Collins to present.
2. B. Muirson reported that B. Beazley recently requested a list of QCTA policy documents which were supplied to Management and they are all out of date. There are also policies still outstanding in our compliance with Sport & Rec funding that must be adopted before the end of the year.
3. R. Nugent advised that Paul Gilbert is the new ACTA CEO. He is an athlete in his own right and presented an excellent resume having been involved in sports for a long period of time.  
He also advised that they had been notified of a full set of trench traps and controllers that were available as the buyer was not proceeding with an installation and wants to dispose of the traps. The price was \$45,000 for the set.
4. A. Whyte asked for opinions on whether shooters would prefer the Chariot Shoot to be run in conjunction with the State Trap Carnival in 2020 or as a stand-alone event. If in conjunction it would take place on the Wednesday to Friday prior to the carnival. Next year is a year that the Roma shoot will clash with Toowoomba if contested in March. Councilors offered their opinions.
5. G. Moore read a statement with regard to the audited financial report being presented at the Special General Meeting.

**Meeting Closed: 4.25pm**