



MINUTES OF QCTA STATE COUNCIL MEETING

Friday 6th June 2025
Rocky Sports Club

Present: Julie Allan, Seamus Murphy, Lil Brandt, Dallas O’Keeffe, Brian Muirson, Sam Moore, Bill Allan (4th WZ Representative)

Video : Nathan McKee, Wayne Cislowski, Richard Stanhope (Substitute Delegate), Ben Beazley, Greg Nuske, Vic Stiller, Colin Witt, Matt Swanton, Viv Moore

***Helen Warnock From Kennas was present during part of the meeting to discuss Financials.*

Chairperson: Julie Allan **Minutes:** Brenda Collins

1. **Meeting Opened:** 09:04am

2. **Apologies:** Barry Bosworth (Substitute Richard Stanhope), Barry Lansdown

Motion: *“Those Councillors who have submitted Apologies or have Substitute Delegates be granted Leave of Absence.”*

Moved: Seamus Murphy	Seconded: Dallas O’Keeffe
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3. **Minutes of Previous Meeting:**

State Council Meeting – 2nd May 2025:

Business arising from previous meeting: NIL

Motion: *“Move that the Minutes of the previous meeting be a true and correct record”*

Moved: Brian Muirson	Seconded: Sam Moore	CARRIED
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Management Meeting Minutes - 15th May 2025: NIL

Moved: Seamus Murphy	Seconded: Nathan McKee	CARRIED
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**Send copy of Management Meeting to Councillors*

4. **Inwards & Outwards Correspondence:**

Motion: *“Inwards & Outwards Correspondence be sent to Council monthly”*

Moved Bill Allan	Seconded: Sam Moore	CARRIED
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Letter from SEZ Secretary appointing Matt Swanton as Management Member: -

- QCTA Management has an issue with Matt Swanton not being a Councilor and has not gone to a Zone Meeting.
- Matt is not eligible to be on Management until SEZ Meeting
- Suggested this is a Zone issue and sorted at SEZ Zone Meeting.
- Julie - Matt is not eligible for Management but can be a substitute delegate (Councilor?)
- Will wait for results from SEZ Meeting scheduled for next week.

Sam Moore

Questioned where Gerard's Nomination for President was in the Inwards Correspondence from Townsville Meeting.

** Inwards 1716 – 12.04.2025 – Greg Nuske – QCTA Management Nominations*

Sam Moore

Questioned where email to Sam from Gerard dated 02.05.2025 was in the Outwards Correspondence.

The reply given was that the Administrator does not see all emails and can only report on what is sent to & from the administrator.

Motion: All Correspondence - Inwards & Outwards – that needs to be on the Correspondence Register needs to be CC'd to the Administrator.

Moved: Ben Beazley	Seconded: Bill Allan	CARRIED
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Julie – Regarding letter from M Collins regarding issue at State DTL Carnival - Discussion held.

Julie advised she had spoken to relevant parties. It was decided by Council that Management deal with this issue through the complaint handling procedures and respond to M Collins with a letter.

Motion: “That Inwards Correspondence be Accepted & Outwards Be Endorsed”

Moved: Brian Muirson	Seconded: Dallas O’Keeffe	CARRIED
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5. Financial Report:

Julie advised that Helen Warnock was invited to help with the Financial Report.

Julie listed Invoices approved and paid for month of May.

Nathan was invited to speak regarding Financials. P&L & Balance Sheet as of June 6 – Sent in by Helen Warnock the morning of the meeting. Helen explained Balance Sheet

Discussion held regarding the cost of Trappers at Townsville compared to Gemfields last year

Look at the Guidelines for the next meeting as an Agenda Item.

Motion: “Form a Sub-Committee of Management and Representative of Host Clubs to have a discussion regarding Carnival Guidelines”

Moved: Seamus Murphy	Seconded: Lil Brandt	CARRIED
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**Suggestion: Meet after each State Carnival and have an After Event Review.*

The P&L that Helen sent in the morning to be distributed to all Council by Brenda via email.

Until Auditors adjust journals the P&L will look a bit distorted.

Discussion Paper:

Julie – Kestrel Report

Helen spoke about her letter that she sent the QCTA and the Kestrel Report. She felt that her firm and herself were put in a bad light – and the report is an opinion only. Helen’s firm is considering putting in a complaint to the CA about the Director of Kestrel, doing a report in such a manner without any consultation or asking questions from the firm. Helen also spoke about the Audited 2024 Financial Report by the new Auditor regarding some minor issues that she saw. Helen invited questions from the Council.

Richard Stanhope was not privy to the Report, and felt that the Council Meeting may not have been the right medium to sort out who is right or wrong, and he was wondering where this was going (for Council) Julie responded that QCTA has a responsibility to fix any misinformation and distance the QCTA from previous Management and make a public apology and fix the problem. Helen again mentioned some anomalies in the 2024 Audit such as Hall of Fame write off and Inventory. Helen suggests we should have an Inventory (Asset) Register

Matt Swanton needed clarification on response time between letters from Gerard & Helen (6 weeks).

Management have written to Kestrel and asked for the information that they were given to do the report and to organise a meeting but have not heard anything yet. Management should send another letter requesting information and distance QCTA from the Report.

Suggested that we should also request hearing from our current Auditor in response to Helens’ remarks. Also, take back to Management to further investigate and all 3 Parties should be given the opportunity to respond. Discussion about what outcome is needed for this issue: Extinguish and apologise?

Break For Morning Tea – 11:05am

Any further questions about financials that were sent this morning:

- Nathan asked about why there are so many headings in Xero.
- Management is investigating legal expenses
- Grant Money to be spent by the end of June
- Spoke about Townsville’s proposed Coaching Request
- Management have contacted Neumann Lawyers & iHR for a full breakdown of costs & invoicing
- Townsville Loan – expected repayment time frame

Balance of Account: Everyday	\$119,800	Grant Acct:	\$51,800
Term Deposits:	\$104,763		\$65,861.33

Motion: “That the Financial Report be Accepted as a True and Correct Record”

Moved Nathan McKee	Seconded: Sam Moore	CARRIED
	Richard Stanhope doesn’t believe this is a true and accurate record of the financial position of the QCTA	

Motion: “The Council received the Treasurer’s Report and noted the Management Committee are further investigating”

Moved: Richard Stanhope	Seconded: Viv Moore	CARRIED
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6. General Business: -

Discussion Papers:

Grant Funding:

Julie met with Debbie Young regarding Grant Acquittals, because of short time frame and Debbie knows how it works. Debbie had been in contact with the girls at Sport & Rec.

Debbie Young had some suggestions & recommendations for the following Coaching Invoices?

Northern Zone \$ 3,050.00 – Referee Courses, Club Coaching Accreditation - Recommended

Western Zone \$11,131.36 - Women's & Girls Grants - Recommended

Central Zone \$10,496.94 - Women's & Girls Grants, Coaching Accreditation, MCMS, Referees Course - Recommended

Ladies Day at Toowoomba - \$6,297.00 (63 Ladies Attended)

Brisbane Gun Club - \$1,980.00 - Club Coaching Accreditation Clinic

Debbie has written a report regarding Grant Acquittals due as at 30th June 2025:

\$120,000.50 AIBF23-25, \$40,173.50 Rollover from 2024 - Total \$160,173.50

Active Women & Girls - \$25,000

Ben – New proposed NZ Coaching - Wednesday 3rd September & 15th September – ask for an extension
Ben to resend estimated costs for September.

Motion: “That accept the NZ application for funding in principle subject to funding extension”

Moved: Viv Moore	Seconded: Bill Allan	CARRIED
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Motion: “Approve the Coaching Invoices as read by Julie”

Moved: Brian Muirson	Seconded: Wayne Cislowski Matt Swanton - Against for purpose of the Minutes	CARRIED
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State ISSF – Julie

Monday Night 02.06.2025 – QCTA had a meeting with Mal Collins, SA & BGC

It was agreed that Brian Muirson be Shoot Marshall.

Need help from QCTA to hand out bibs – any members who can help?

Facebook notification regarding Waiting Lists

Discussion Paper

ISSF – Lil Brandt

Postal Team Badges: Should Badges be given to the actual Rep Team as Postal & Rep Team can be completely different shooters. To talk about before next year.

Julie mentioned that there is no Sponsorship for the ISSF Carnival.

Sporting Event: Vic Stiller

Vic spoke about the history leading up to the QCTA requesting Toowoomba to have the Carnival. The QCTA and Toowoomba did not agree on the fee, so another suggestion was made to run it as a 100T Championship & choose the State Team from this event. Toowoomba would let us know their thoughts after running the SEZ Sporting (Compak) Event.

The Club still voted against running the State Shoot, but some members are keen and are willing to re-visit the decision, and to get a suitable date, possible early 2026.

Bill Allan – Has a potential Sponsor for Sporting if it goes ahead.

Wait for Toowoomba to get back to QCTA (they have a meeting on Monday 11/06)

It was suggested Vic to be point of contact for Sporting members and ask opinions of other sporting members, also discussed forming a Sub-Committee but no decision made.

Suggested to revisit as a State Carnival and potentially ask other Clubs if they want a 100T Event including Gold Coast. Could be a problem with members being from SCA etc.

Brenda – To investigate the team selection process and timing for Sporting.

Nathan McKee – St George Loan

30K over 5 Years – to purchase Land jointly with the Pistol Club as landowner wants to sell. Members have contributed significantly to this cause as well.

Motion: “Council to support Loan Assistance and leave with Management for details”

Moved: Ben Beazley	Seconded: Wayne Cislowski	CARRIED
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Gerard Battiato - Surat Loan Interest

Viv – says it is victimization and said that also few payments are missing but cannot verify because she has not got her old computer presently. She mentioned that the interest invoice was sent after they paid back the loan. She said the club cannot pay an invoice if it is not received and said it shouldn't be a problem to pay back.

Outcome: Viv to follow up on her return to QLD and contact the QCTA regarding payment.

Lil – Website

Lil spoke about the Website and at the previous meeting it was said for the Website was not to be launched, but it was

- . Paid \$40,000 and only has 2 clubs in Queensland
- Lots of errors such as wrong picture of Brisbane Gun Club
- . Who is fixing and who is completing it!
- Said it was embarrassing to our Association

Points: Management to review Website.

Matt Swanton advised that the Website is not dissimilar to other association websites and that the Club would need to take responsibility for their own individual club sites (if they choose). He also said the money spent (40K), you would not get them to populate all the data for all Qld Clubs.

Matt Swanton - This is a positive thing, and all clubs are to be encouraged to use it. Brenda will need more training so she can pass on information to clubs. Ballandean has requested a log in so that Matt can see how it works.

Col Witt asked about the Policies that were taken down and Julie said they need to be addressed to the Council.

Matt asked if Management had approved them but now retracting that approval so that council can now approve them?.

Viv Moore - Need copies of Management Minutes to show what has gone on in the last 12 months.

Ben Beazley – Adoption of policies is Management’s role and then advise council or ask for input/feedback. Julie said they may look at them, but will still bring to the next council meeting

Meeting adjourned for 5 Minutes

Viv Moore – State Shoulder to Shoulder Team Shoot

State Shoulder to Shoulder Team to be shot at 7am on a chosen morning of the State Carnivals.

Motion: “To run the Team Shoots at 7am on the Monday Morning”

Moved: Viv Moore	Seconded: Brian Muirson	CARRIED
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*Advertise to the Team Members that the shoot is on Monday Morning

Julie spoke about the ACTA - Presidents Meeting:

Shooters to shoot 3 times and then become a member (Insurance purposes)

QLD has the largest membership of shooters currently.

Juniors are under 18 (International 21yrs)

Firearms Insurance Update: ACTA are starting a Discretionary Trust for Firearms Insurance (1st January 2026).

Membership to start from the date they join (12 months)

Feedback on MCMS – Shoot Offs, Handicap Algorithm.

Next Meeting – 4th September ACTA Meeting

Coaching Policy hasn’t changed over several years

Julie to put forward items to the ACTA Meeting – Shoot Off Targets, Membership Lists to be provided to Clubs,

Would the ACTA manage the membership renewals, Clubs to be notified of unfinancial members on a regular basis (weekly/monthly), Anniversary Month (not date)

General Business:

- Sam Moore - Shotkams – Gerard to contact/send to Julie. NZ has theirs.
- Sam Moore - State Councillors Manual – 2004
- Richard Stanhope - Where are we up too with the New Constitution:
- Julie Allan – Continue with the Sub-committee. Bring something back to Council - Work in progress.
- Any date or timeline for Sub-committee – to meet with CPR. Picking people not necessarily on Council but experts in their field. Spoke about Membership in the new draft Constitution.
- Constitution Sub-Committee - One person from each Zone
- Richard Stanhope - Start with the Draft Copy and work on this.
- Ben Beazley – First action of the sub-committee would be to review clubs feedback, implement if required and bring back to Council
- Matt Swanton – maybe look at other State Sporting Associations i.e. Cricket Qld, Qld Softball – and look at their rules of governance and constitutions and modelling of other successful associations.

Chinchilla Loan Application: New Laporte Trap

(As per the St George Loan)

Motion: “Council to support Loan Assistance and leave with Management for details”

Moved: Ben Beazley	Seconded: Brian Muirson	CARRIED
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Referee Examiners – Accreditation only goes 5 years – No notification when time maybe up – keep an eye out if you are due for re-accreditation.

Hall of Fame – In October 2024 Julie approached Robert Nugent to see if he would be interested in being the Curator of the Hall of Fame – Julie is asking for Council's endorsement - Robert lives in Roma; is at the club often; has passion for the HoF; be point of Contact; ensure trophies are engraved; etc. etc.

Hall of Fame committee to be updated.

Any Presidential Medals or Achievements for 2026?.

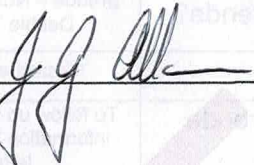
Col Witt should get an updated list of ACTA in the next couple of days. (before next meeting or the next couple of months)

Ask Roma if they want to hold a Dinner at the State Carnival in 2026.

Skeet Carnival – September – Brisbane Gun Club
Need Sponsorship
Guidelines – Management to look at and send out

Meeting Closed: 2:09pm

Signed:



Julie Allan
Chairman
QCTA Inc.

ACTION LIST

No.	Action	Whom	Status
1	Get it in writing from ACTA clearly stating the difference between coaching & instructing, including Practice Days.	Gerard	Refer to item 16. Awaiting Meeting
3	Send the information again regarding Coaching and what is required	Gerard	
4	Send out Risk Management Policy regarding Coaching	Gerard	
5	Letter to Zones stipulating how to get funding for Coaching	Gerard	
6	Check the timeline needed for notification for changes to Constitution	Gerard	
9	Gerard to forward to Councillors the wording for Grant Acquittal	Gerard	
11	Copy of Policy for the \$2000 payment to all clubs each letter	Viv	
12	Criteria to be sent to Zones to claim for Coaching (Women & Girls Grant)	Gerard	
14	State Skeet Selection Policy to be discussed at next meeting (Laurie S)	Brenda	
16	To organise ASAP the Meeting between ACTA & Council regarding Coaching	Gerard	Gerard followed up with ACTA. Waiting for a response as of 21.03.25
17	What is ongoing cost of New Website & Email Addresses	Gerard	To be presented next meeting – Copies of Refuel Contract sent to Management 02.06.25
20	Grant - Request a full report on what has been spent. Gerard or new Management to do a Reconciliation.	Julie /Brenda?	Work in progress – Brenda – Now with JA & Debbie Young
21	Gerard to send copies of new policy & procedures to Council		Copies emailed
22	Letter of support for Roma regarding holding the National DTL Championships in 2029	Brenda	To follow up with further information from initial letter
23	ACTA Meeting regarding Coaching – Due to new ACTA Office Bearers, should re-contact ACTA for meeting (Refer Action Item 1 & 16).	Julie & MT	
24	Send copy of Management Meeting Minutes to Council of 15.05.2025	Brenda	Email 21.06.2025
25	Send copy of correspondence regarding management nominations from SEZ	Brenda	Emailed with Draft Minutes 21.06.2025
26	JA to respond to M Collins in a letter	Julie Allan	
27	Look at Guidelines for the next meeting as an Agenda Item	Management & Council	
28	Management to send another letter to Kestrel regarding a request for further information	Management	
29	Request copy of Debbie Young's Written Report regarding Grant Expenditure	Brenda	Received 23.06.2025
30	Require updated Estimate from NZ regarding proposed September Coaching	Ben Beazley	
31	Investigate Sporting Team Selection Process	Brenda	Emailed with Minutes
32	Surat Loan – Viv to contact QCTA regarding payments	Viv Moore	

33	Policies to be looked at by Management and bring to next Council Meeting	Management	
34	Julie to take questions to the ACTA in the next Board & State President's Meeting - 04.09.2025	Julie Allan	
35	Ask Sam Moore to send a copy of the State Councillors Manual 2004	Brenda	Email request with Draft Minutes 21.06.2025 – Done 27.07.2025
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37			

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