

Summary of TRA Ltd Directors Meeting August 2018

1. All directors and EO present

2. Action List from 6th May, 2018:

- 2.1 Starter Pack documents have been uploaded to the TRA Website
- 2.2 The current ISSF Rulebook and other TRA supplementary rules documents will be uploaded to the TRA Website as soon as practically possible.
- 2.3 **2018 RBA National Championships:** TRV will conduct the 2018 TRA – RBA National Championships. Flyer and Entry details have been uploaded to TRA Website.

3. Performance Grants to WSPS World Championships Athletes

Directors approved the awarding of incentive funding grants to Anton Zappelli, Glenn McMurtrie and Natalie Smith for their performances at the 2018 WSPS World Championships in Korea in May.

4. TRA Funding Allocation for Member Bodies

Directors approved that TRA Ltd will allocate an amount of funding on an annual basis to Member Bodies for projects to benefit TRA members in line with the TRA Ltd Strategic Plan.

5. Appointment of Director to fill Casual Vacancy

Two nominations were received for the vacant director position on the Board of TRA Ltd.

Directors resolved that neither nominee be appointed to fill the casual vacancy due to the relatively short time frame until the 2019 AGM as it would be counterproductive to both the nominee and the board to appoint a director to fill the causal vacancy given that the newly appointed director would then need to stand for election again at the 2019 AGM.

6. Policies and Procedures

Shooting Australia is in the process of developing policy templates which should be completed by October / November and circulated to member bodies. Directors resolved to wait until this documentation has been finalised by Shooting Australia and distributed before forwarding the appropriate template documents to TRA Ltd Member Bodies.

7. Strategic Plan 2019-2024

Directors considered a draft strategic plan which was circulated prior to the meeting. Following discussion a number of amendments to the plan were made before directors approved. The updated plan will be circulated to board for final ratification and publication to the TRA website. . Directors will draft preliminary action plans for consideration at the next board meeting

8. TRA Ltd Director and Executive Officer Performance Reviews:

Directors approved that an appropriately qualified person be approached to assist the President with annual performance reviews of directors and the Executive Officer.

Directors also approved that the board select one director to assist the appropriately qualified person to carry out the annual performance review of the President.

9. 2018 National Championships Report

Directors received an evaluation report following the completion of the 2018 TRA National Championships. Directors resolved to postpone discussion until the receipt of the report from the Technical Delegate to the event.

10. 2019 National Championships:

WASRA submitted a draft program for the 2019 and correspondence seeking direction / guidance on a number of matters pertaining to the program and the event.

One of TRA's directors is travelling to WA later in August and would meet with WASRA concerning these matters and report to Board as soon as practically possible

11. National Championships Perpetual Trophies and Medals

Directors discussed the logistical difficulties and costs encountered in transporting the Perpetual Trophies to different venues as National Championships rotate around State Associations.

It has been suggested that the large perpetual trophies be "retired" and be replaced with appropriate plaques or trophies annually as these can be transported more easily.

Directors will examine costs associated and present findings at the next meeting

Medals

Directors resolved that the current TRA Medal design be scrapped as from the end of 2018 and that new medals be struck.

TRA will conduct a competition to design the new TRA Ltd Medal and advertise this to members via the TRA Website, E-Magazine and Social Media Platforms with a closing date for designs to be received 2 weeks prior to the next Board meeting. The competition winner will win 1 x case of Eley Edge ammunition.

12. Pre-A4G Squad – Progress Report

SA and TRA will co-invest in the delivery of a national camps-based program that aims to identify and develop talented Rifle athletes with the potential to be selected to SA's A4G Squad and/or National Team in the future. Program planning and delivery will be the responsibility of SA's Rifle National Talent Coach (NTC). The tentative name for this group of athletes is currently known as the "Pre-A4G" squad.

A Draft Memorandum of Understanding (MOU) between Shooting Australia and TRA Ltd. was circulated to directors prior to meeting.

Directors approved a number of minor amendments to the Memorandum of Understanding prior to signing the agreement. Further information will be made available after both parties to the joint initiative have signed the MOU.

13. Junior Coaching Initiatives - Working With Children Checks

Member Bodies are reminded that any junior coaching program activities conducted under the auspices of TRA Ltd. must ensure that any adults involved in the program have current and appropriate child protection clearances.

14. Prone Team to attend 2019 TSNZ National Championships

Directors approved that TRA Ltd select and provide partial funding for a team of prone athletes consisting of 3 x Senior athletes and 3 x Junior athletes and a coach to compete at the 2019 New Zealand National Championships.

Selection processes and criteria will be made available once finalised.

15. 3 x Position Air Rifle:

TRA encourages and support clubs / State Associations to develop to cater for 3-Position air rifle participation.

16. Member Recognition:

Directors are considering the institution of an award recognizing continuous long term membership of TRA. Members will be invited to apply for the award directly to TRA Ltd after having their membership certified by their state secretary. Directors will consider a more detailed proposal at the next board meeting.

17. TRA Website

The TRA website has been updated with the addition of new content. The website format has been changed to a Word Press format to allow for easier training of content administrators.

A marketing proposal to maintain TRA website and social media pages etc. was considered by directors but found to be too expensive for the organisation at this stage.

18. TRA E-magazine

The Current TRA E-Magazine has indicated her desire to step down from the role. Directors resolved to accept this decision and moved to implement a transition strategy for the continued production of the E-Magazine while the Board seeks expressions of interest for a new E-Magazine editor.

19. Shooting Australia Participation and Development Manager Report

The Board welcomed Shaun McEachin (Shooting Australia Participation and Sport Development Manager) to the meeting. Shaun provided a summary of Shooting Australia activities and initiatives in recent months:

- **Insurance:** Shooting Australia is in process of developing a summary of coverage being offered under a combined umbrella policy – further information to be finalised and distributed to Member Bodies in November /December this year.
- **Performance Series:** Directors raised questions concerning participation numbers in performance series events. Shooting Australia is undertaking a full review of the performance series and will deliver more comprehensive report of findings as soon as practically possible.
- **Officials and Coaches:** Shooting Australia is examining development program to increase numbers of new coaches and officials in the sport.
- **Policy Development:** Draft policy templates will be received by SA later in August with templates to be distributed to member bodies and clubs in October / November.

20. Shooting Australia AGM and Members Forum

The Shooting Australia Annual General Meeting and Member's Forum has been scheduled for 9th and 10th November. The TRA President and Executive Officer will attend the meeting.

21. Target Rifle Victoria

The Board welcomed the President of TRV to the meeting to discuss a number of issues pertinent to Target Rifle Victoria.

A proposal for the development of a State Small Bore Range to be leased on 8 HA of land from the Victorian (DWELP) was presented to directors and TRV requested assistance from TRA to develop the project.

Directors resolved that TRA will continue to provide in kind assistance to TRV at this stage.

22. Next Meetings:

27th – 28th October at QTS Board Room (subject to confirmation with QTS)
12th -13th January – venue to be decided

2018 -2019 Corporate Time Line Overleaf

Proposed Corporate Timelines for 2018 – 2019			
End Of Year Financial Statements		Corporate Matters	
Event	Date	Event	Date
Stock Take	31 st December 2018	Preliminary Notice of AGM, Special Resolutions and Director nominations to Members	By 1 st February 2019
Figures to MHW to prepare Statutory accounts	By 31 st January 2019	Last day for receipt of Elected Director nominations, Special and Ordinary Resolutions	8 th March
accounts prepared (by MHW)	By 1 st March 2019		
Directors approve Accounts by circular resolution	By 8 th March 2019	Despatch of final agenda for AGM and all related documents (including end of year financial statements)	15 th March 2019
AGM – 18th May 2019			