

TARGET RIFLE AUSTRALIA LTD
SUMMARY OF DIRECTORS MEETING

May 2020

HELD VIA WEB CONFERENCE

- 1 **Attendance:** All directors and executive officer present.
- 2 **Election of TRA President for 2020 / 2021:** Mr Nicholas Sullivan was elected President of the organisation for 2020 – 2021.
- 3 **Sports Science and Medicine Policy** was distributed to member organisations via email on 17/03/2020
- 4 **TRA Investment:** TRA has invested \$50,000 in the Charter Hall Direct Office Fund. This is an unlisted property trust which has consistently yielded income returns and capital gain in excess of 5% pa over a number of years. Directors resolved that an additional \$50,000 be invested into the fund, bringing TRA's total investment to \$100,000.
- 5 **TRA Term Deposit:** It was noted that the TRA \$500,000 term deposit falls due in July. Directors resolved to reinvest the funds for a further 4 months with Westpac Banking Corporation.
- 6 **2021 TRA National Championships Update:** an updated draft program forwarded to directors for comment 20th April 2020. Directors advised they were generally satisfied with the redrafted program and resolved that the program as submitted be approved by the board for 2021. TRV will be advised of the approval and requested to forward a full program of events and flyer as soon as practically possible for distribution to member organisations, affiliated clubs and members.
- 7 **2022 TRA National Championships:** Only one expression of interest to conduct the 2022 TRA National Championships was received from QTS. Directors resolved that the 2022 TRA National Championships will be held in Brisbane.
- 8 **2023 TRA National Championships:** Only one EOI for the 2023 TRA National Championships was received from WASRA. Directors resolved that the 2023 TRA National Championships will be held in Perth, subject to the Whiteman Park ranges being completed by June 2021.
- 9 **TRA National Championships Manual:** An updated version of the TRA National Championships Manual has been finalised (2019 v3). Directors approved the updated manual. The updated version will be uploaded to the TRA website and distributed to member organisations as soon as practically possible.
- 10 **National Championships Discussion Paper:** A discussion paper concerning the future of the TRA National Championships was circulated to member organisations on 16th May and discussed briefly at the member's forum following the AGM. Members requested time to consider the paper at the State Level and provide feedback / comment to the board. Any comments or feedback should be forwarded to the Executive Officer in the first instance.
- 11 **Coaching:** A written report was received concerning the coaching development plan outlined at the previous board meeting. Directors resolved to appoint Tricia Van Nus as the coordinator of the coaching development program. Progress has been on the development of some club and competition coach course theoretical content being made available online for coaches to complete prior to attendance at a practical weekend. An updated shooter's diary document has been finalised and will be uploaded to the TRA website as soon as practically possible.
- 12 **Coach Survey:** A Coach survey has been developed and distributed via email to current accredited coaches. To date only 20 TRA has only received 20 responses. The Coaching Development Program Coordinator will forward another reminder to accredited coaches with results being collated after the final deadline and a report drafted for consideration by the board.
- 13 **TRA Promotional Brochure Update:** the TRA Promotional tri-fold brochure has been updated. The brochure will be uploaded to the TRA website, social media platforms and distributed to member organisations for circulation to affiliated clubs and members.
- 14 **Bench Rest:** TRA Rimfire Airgun Bench Rest Nationals 2021, 2022 and 2023: To date no expressions of interest have been received by member organisations or affiliated clubs to conduct the TRA Rimfire and

Airgun Bench Rest National Championships for 2021, 2022 or 2023. Documentation will be redistributed to member organisations once again with an updated deadline for EOI's of 30th September 2020.

- 15 **Proposed Shooting Australia Systems Review:** Shooting Australia will be conducting a Systems Review to evaluate current practices and assets, with consideration of future digital needs and growth, and a desired outcome should be to develop a digital strategy pillar which delivers for the sport and forms part of the next Shooting Australia strategy.

The Systems Review Project is to be delivered across two stages, with the objective to:

- a) Review and provide clarity on current status (Stage one)
- b) Establish future needs and priorities across all organisations (stage one)
- c) Provide guidance and support to SA and MOs on potential implementation of any recommendations (stage two).
- d) Create financial and operational efficiencies.

There is no cost for Member Organisations to be involved in stage one of the Systems Review Project and participation is voluntary.

Following the development of recommendations, each project participant will make an individual decision on their involvement in stage two of the project.

Implementation costs and any ongoing investment required as part of stage two may require a financial contribution from Member Organisations.

A timeline for the stages is to be developed.

Directors expressed concern with the proposed system review especially concerning the release of membership data to third parties. Additional concerns were expressed over the potential costs involved to TRA. TRA will raise this with Shooting Australia at the Members Forum on 30/05/2020.

- 16 **Shooting Australia Get Back to the Range Marketing Campaign:** Shooting Australia is investing \$15,000 into a (Get Back to the Range) marketing campaign, to encourage club members from Member Organisation networks to resume their membership and get back to the sport. There is no cost to TRA for this media campaign.

Shooting Australia has engaged Croc Media to produce content and roll out the campaign via their national radio network

The campaign will include:

- 10 x short videos; (2 per MO participating and 2 all-encompassing videos for SA). These will be produced and then made available to all for distribution through social media networks. The videos will also be available to view on SEN's digital app.
- Radio Vingette Series; the videos are revised to become radio infomercials, rolled out through the Croc Media national radio network
- Interview series; through the Croc Media national radio network, interviews will be conducted with chosen talent on radio, supporting the message to Get Back to the Range.
- Timing is still in planning, but we can roll out the campaign at different times in different States and Territories, depending on where they are at with their COVID-19 restrictions.
- SA will Project Manage the production of the campaign.
- Member Organisations were requested to identify individuals for the Videos and Radio Vingettes (1 x International athlete and 1 x local club representative) who were able to access Croc Media's South Melbourne Studio on the date chosen for filming
- Scripts will be developed in collaboration between Shooting Australia and Member Organisations

The TRA Executive Officer is continuing to liaise with Shooting Australia on this matter.

- 17 **Shooting Australia Members Forum:** The President and Executive Officer will attend the Shooting Australia Member Forum held via Zoom Web conference on 30/05/2020 as TRA's representatives.
- 18 **Capitation Fees Review in response to COVID-19:** Directors discussed the issues raised by member organisations at the forum following the TRA AGM concerning correspondence from affiliated clubs requesting a reduction in capitation fees. Directors resolved that there would be no reduction in capitation fees for the

2020 year in light of restrictions enforced by state governments concerning COVID-19. Notification of the decision will be distributed to member organisations, affiliated clubs and members.

Directors also resolved to remove provisional membership category from the capitation fees categories for 2020 onwards as no provisional memberships have been received for a number of years.

- 19 **National Development Program Joint Initiative:** Shooting Australia has sought a meeting with the TRA board in order to further shape Shooting Australia's thinking about/HP strategy for Rifle in to the Paris 2024 Olympic cycle so that SA and TRA might support one another to establish and maintain the success and sustainability of Shooting's Olympic disciplines, which is what the AIS and Sport AUS fund the sport (i.e. through SA) to deliver.

Shooting Australia is happy progress this conversation via a web conference meeting in order for better information sharing and understanding of the complexities being managed to obtain better clarity about how the joint initiative might move forward successfully and sustainably.

Directors discussed ongoing TRA co-investment in the initiative and resolved to draft a response to the questions posed in recent correspondence received from the Shooting Australia High Performance director before ascertaining whether SA still wants to proceed with a meeting.

- 20 **Postal Competitions:** Directors discussed the feasibility of conducting the 2020 TRA Interstate postal competitions from July to November given that enforced restrictions are now being lifted. The TRA Executive Officer will liaise with member organisations on this matter.

- 21 **Next Meeting:** 30th July 2020 via web conference

| Proposed Corporate Timeline for 2020 – 2021 | | | |
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| End Of Year Financial Statements | | Corporate Matters | |
| Event | Date | Event | Date |
| Stock Take | 31 st December 2020 | Preliminary Notice of AGM, Special Resolutions and Director nominations to Members | 28 th January 2021 |
| Figures to MHW to prepare Statutory accounts | By 30 th January 2021 | Last day for receipt of Elected Director nominations, Special and Ordinary Resolutions | 5 th March 2021 |
| Final accounts prepared (by MHW) | By 27 th February 2021 | | |
| Directors approve Accounts by circular resolution | By 5 th March 2021 | Despatch of final agenda for AGM and all related documents (including end of year financial statements) | 12 th March 2021 |
| AGM – 15th May 2021 | | | |