

**TARGET RIFLE AUSTRALIA LTD**  
**SUMMARY OF DIRECTORS MEETING**

**November 2020**

**HELD VIA WEB CONFERENCE**

- 1 **Attendance:** All directors and executive officer present.
- 2 **Olympic Team Funding:** TRA is still waiting on Shooting Australia to reply concerning this matter. It was resolved that if Shooting Australia does not provide any indications concerning funding for Olympic Team members by 11<sup>th</sup> December 2020 that TRA members selected in the 2020 Olympic Team be awarded the sum of \$2,000 each to assist with training competition expenses in the lead up to the event. The motion was carried 4-0 (1 abstention)
- 3 **Capitation Fees 2021:** Directors resolved that TRA will waive all capitation fees due in 2021 to all Member Organizations. The motion was carried 5-0.  
  
EO will draft formal correspondence to this effect to be distributed to member organizations however it was noted that the capitation returns issued in May 2021 indicating the numbers members in each different capitation fee category will still be required for insurance renewal purposes.
- 4 **TRA Member Funding Program:** In view of the decision to waive capitation fees to be collected in 2021, directors resolved to shelve the proposed program until further notice.
- 5 **TRA Committee Restructure:** Directors discussed the issue and resolved to compile a document to be published on TRA Social Media and website calling for expressions of interest for committee positions.
- 6 **TRA Supplementary Rules:** were amended and distributed to member organizations on 11/11/2020. The updated document was uploaded to website 16/11/2020.
- 7 **2<sup>nd</sup> ISSF World Masters Championships:** Notification of this event was circulated to member organizations as part of October board meeting summary distributed on 22/10/2020. Further updates will be forwarded as and when they are received.
8. **Coach Survey Report:** A report from the recent TRA coach survey has been finalised and will be distributed to Member Organizations as soon as practically possible.
9. **Promotions / Marketing:** TRA National Championships Sponsorship applications and TRA merchandising proposals. TRA has sent out further expressions of interest to sponsor the 2021 TRA National Championships to Potter Firearms, David Kerr (Progress Equipment), Q-Store, TRSA Equipment Shop, Ultra-tune, Harvey Norman Target and Kmart. To date no further responses have been received. TRA will keep pursuing sponsorships and merchandising opportunities
- 10 **Shooting Australia Coaching Reference Group:** Shooting Australia was advised of TRA's appointed representatives for the proposed Coaching Reference Group (Robyn Ridley and Tricia Van Nus) via email on 16/10/2020.
- 11 **Shooting Australia Resource Development Project:** SA was advised of TRA's support for the proposed resource development project via email on 16/10/2020.
- 12 **Shooting Australia Director Nomination:** TRA Ltd contacted Warren Potent on 15/10/2020 to ascertain his interest in being nominated to the Shooting Australia board of Directors. Warren agreed and his nomination was finalized and submitted to Shooting Australia by the deadline of 16/10/2020. Unfortunately, Warren's nomination was not successful at the Shooting Australia – AGM.
13. **Financial Reports:** A verbal report was provided given that there has been little activity in relation to the accounts since the last board meeting. In Summary,
  - A \$1377 dividend from the Charter Hall Direct Office Fund investment has been received
  - TRA's annual BAS returned a refund of \$900 for the year ending 31<sup>st</sup> December 2019
  - TRA share portfolio has recovered initial losses incurred during the covid-19 pandemic

A preliminary draft set of financial reports for the year ending 31<sup>st</sup> December 2020 should be available in 2<sup>nd</sup> week of January 2021.

14. **2021 TRA AGM:** Directors resolved to conduct the 2021 TRA Ltd AGM via web-conference and documentation will be prepared accordingly.
15. **TRA Members General Property Insurance:** Limited feedback has been received to date in response to TRA's request concerning the offer for members general property insurance proposed by Marsh Insurance Brokers. Directors discussed the offer in detail and felt that the offer did not provide adequate coverage for the annual premium / investment required. Directors resolved not to accept or proceed with the offer at this time and to investigate what options may be available with Shooting Australia.
16. **2021 TRA Nationals Update:** A proposal comprising options for the 2021 National Championships was circulated to directors prior to the meeting. Currently there are 26 expressions of interest for participation. Directors discussed the options presented and generally agreed that the most viable option at this stage continues to be holding the 2021 TRA National Championships at Shepparton as previously approved.
- Directors resolved that a final decision be postponed until 31<sup>st</sup> December to allow for a marketing / promotional push to generate further interest to obtain better indication of possible attendance.
- TRA will draft formal correspondence to this effect to be distributed to Member Organisations, Affiliated clubs and members indicating that the Nationals will proceed as scheduled however may be subjected to reduced entry capacity due to social distancing regulations in place in Victoria at the time.
17. **Coaching:** A verbal report was received. In summary:
- The online coaching accreditation course content and process should be finalised by the end of the year.
  - A presentation of the online coaching accreditation facility and process will be delivered at the TRA Ltd Member's Forum.
  - An initial online coach workshop via web-conference will be finalised as soon as practically possible.
18. **Shooting Australia 2020 AGM and Members Forum Report:** A verbal report was received. In summary:
- AGM was held as scheduled on 14<sup>th</sup> November 2020.
  - Warren Potent was not elected to the Shooting Australia Board of Directors as there were three candidates for the one position with Craig Henwood elected to replace outgoing director Alan Smith.
  - Procedural amendments to the Shooting Australia constitution were passed at the AGM.
  - Shooting Australia outlined the organisation's strategic plan for the next 4 -year cycle as per the presentation distributed earlier. (refer to attached presentation)
19. **Shooting Australia Officials Reference Group:** The Shooting Australia Officials Reference Group has conducted 3 meetings to date and have released draft SHOOTING AUSTRALIA TECHNICAL ACCREDITATION ("SATA") POLICIES & PROCEDURES document to Shooting Australia member organisations for perusal and comment. The document was circulated to directors for perusal and comment on 26/11/2020 just prior to the meeting.
20. **Target Ammunition:** To date a total of 79.6 cases of .22 L.R. ammunition and 170 tins of .177 air pellets have been sold to date this year. This represents approximately half of the total ammunition sales made in 2019. Eley ammunition is limited in supply at the moment with new shipment availability delayed until mid-January.
21. **Proposed TRA Coordinator Positions:** Directors considered a suggestion that TRA could provide more effective leadership and direction to member organisations in the areas of media, coaching and officiating through funding part time contracted positions for a media officer, coaching coordinator and officials' coordinator in a similar manner to the service agreement under which the Executive Officer operates. It was also suggested that TRA might be able to liaise with Shooting Australia in these areas to assist with the ongoing development of the sport.
- Directors resolved to wait until discussions with Shooting Australia clarify how any such assistance may be offered and a detailed proposal is drafted for consideration.
22. **TRA Board Oversight Committee:** It was suggested that TRA should consider establishing an oversight committee to ensure that TRA strategic direction and plans are being followed by the board.
23. **NSWPF Border club's notice:** A document prepared by Shooting Australia in relation to this matter will be circulated to Member Organisations
24. **Next Meeting: 14<sup>th</sup> January 2021 – via web conference.**

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

<b>Corporate Timeline for 2021 – 2022</b>			
<b>End of Year Financial Statements</b>		<b>Corporate Matters</b>	
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Stock Take	31 <sup>st</sup> December 2021	Preliminary Notice of AGM, Special Resolutions and Director nominations to Members	28 <sup>th</sup> January 2022
Figures to MHW to prepare Statutory accounts	By 30 <sup>th</sup> January 2022	Last day for receipt of Elected Director nominations, Special and Ordinary Resolutions	4 <sup>th</sup> March 2022
Final accounts prepared (by MHW)	By 25 <sup>th</sup> February 2022		
Directors approve Accounts by circular resolution	By 4 <sup>th</sup> March 2022	Despatch of final agenda for AGM and all related documents (including end of year financial statements)	11 <sup>th</sup> March 2022
<b>AGM – 14<sup>th</sup> May 2022</b>			