

TARGET RIFLE AUSTRALIA LTD
SUMMARY OF DIRECTORS MEETING

2nd February 2023

HELD VIA WEB CONFERENCE

1. **Attendance:** All directors and executive officer present.
2. **Apologies:** Nil
3. **TRA Ltd National Championships Operating Manual 2023 V1:** Updated manual distributed to member organisations via email 2/12/2022 and uploaded to the TRA website (2/12/2022)
4. **2022 Online Competition Series:** TRA Badges / ribbons and bars for award winners sent to Member Organisations 4/12/2022
5. **Financial Reports:** Unaudited Financial Reports for the year ending 31st December 2022 were circulated to the Board prior to the meeting. The audited financial statements will be distributed for perusal and approval by circular resolution as soon as they are received.
6. **Executive Officer Recruitment:** An application for the Executive Officer contracted role was received by Mr Philip Martin on 20th January 2023. Mr Martin is the only applicant for the position.

The board discussed the matter and resolved to interview Mr Martin to confirm other commitments and to negotiate an appropriate service agreement contract. The interview will be conducted at 7PM AEDT on Thursday 9/02/2023.

Directors resolved that Mr Martin's contracted role be ratified by board subject to a successful interview and service agreement being negotiated with commencement date to be 1st March 2023.

7. **National Integrity Framework Update:** The NIF and NST framework came into effect as of 1st February 2023. Member organisations were notified again via email on 17th January 2023. SIA has forwarded a number of resource files to assist with the implementation of the NIF, some of which have been uploaded to the TRA Ltd Website so they are available for Member Organisations, Affiliated Clubs and Members. Further resources can be obtained from the TRA Executive Officer.
8. **2023 TRA National Championships Update:** The initial site visit report from 2023 TRA National Championships Technical Delegate was received via email on 2/2/2023.

It was noted that the Nationals Flyer and entry forms indicate that shooting mats are not provided at the WASRA Range and individual athletes are required to take their own mat to the event in 2023.
9. **2023 TRA Online Competition Update:** The 2020 competitions are being finalised with the first round to be conducted this month. To date approximately 50-60 registrations have been received and 1st round for RBA, 3P, 20m Prone and Bench Rest, 25m RBA to be shot from 6/12/2023.
10. **TRA – RBA Bench Rest Committee Report:** A written report was distributed prior to the meeting.

The next RBA committee meeting is set for Sunday Feb 5th, 2023 at 7pm Sydney time.

Organisation of the Australian RBA Team for the 2023 WRABF World Championships has progressed with team captains elected and delegated some duties. All correspondence via WRABF has been relayed to team and or TRA Executive Officer if needed, and the entry fees have been paid in accordance with the deadlines imposed by the WRABF.

The 2023 RBA Nationals area booked and confirmed for the 2nd weekend in November at SISC.

The Committee received a proposal from Geelong to host the 2024 RBA Nationals, and recommended that Board award the hosting of the 2024 RBA Nationals to Target Rifle Geelong. Directors discussed the proposal and resolved to provisionally award the 2024 RBA National Championships to Target Rifle Geelong subject to confirmation that issues involving ricochets at previous National Championships held in 2016 have been addressed.

11. **Marketing and Promotion Audit and Recommendations:** Jack Rossiter was advised of his appointment via email 2/12/2022. TRA's Executive Officer met with Jack via web conference on 14/12/2022 to discuss initial review of TRA Ltd Marketing and Promotion activity and initiatives and requested that Jack provide an initial audit report and recommendations by Wednesday 24th January for circulation to Directors prior to the February Board Meeting.

The audit and recommendation report were received via email on 20th January 2023 and circulated to directors prior to the meeting. (Refer to supplementary documents) Directors discussed the report and resolved to send Jack Rossiter a list of contacts to assist with the generation of additional content for the Monthly Newsletter.

12. **Shooting Australia Target Shooting Sports Partnership Project Update:** The TSPP Rifle Working Group met via web conference on 25/1/2023. In summary:

- 2nd Instalment payments to State Project Officers were paid 16th November 2022. 3rd and 4th instalments to be paid in March and June 2023 respectively.
- The Project Manager advised that WA was now up and running with WA Scouts who had requested the compilation of a Standard Operating Procedure document. The Project Manager will compile this document
- WAPOL has advised in writing that there is no problem with the use of optical rifles in WA.
- WA training workshop completed 16/1/2023 with WA scouts enthusiastic to commence as soon as practically possible.
- SA has had a failure of one of the optical rifles. The Project Manager is currently liaising with Ecoaims on a replacement unit.
- Shooting Australia advised that the inclusion of the photographs into the Activity Leaders Guide and Participant manual is almost complete and that updated documents will be forwarded to TRA in the near future.
- Other resources including videos completed to date will be uploaded to a drop box for download / use for the project.
- TRA will liaise with SA to determine priority list of video content to be finalised for the project.
- SA will meet with the Australian Sports Commission Thursday 2nd February concerning the project.
- QTS State Project Coordinator has made contact with Brett Kallin from Scouts South Australia with additional information resources including risk assessments and school curricula overviews
- BJARC is still happy to be involved with any additional video content if required.
- The Project Manager will contact a Toowoomba – based athletics coach to liaise with athletics clubs to develop target sprint using the optical rifles.
- QTS has organised an interschools target sprint competition / showcase with a number of private schools based at Sheldon college to be held on 23rd July 2023.

13. **Target Ammunition Report:** The January shipment of ELEY ammunition arrived at NIOA just prior to 23/01/2023. Most back orders of ELEY Match and some of Club, Sport and other products were filled with this shipment.

NIOA has advised that they were not supplied any Eley Team in the last shipment (January 2023) and there is none coming in the March / April shipment either.

As yet, NIOA has not been provided with a list of what will be supplied in the shipment after the March / April shipment.

Currently, NIOA has no ELEY Tenex, Match, Team, Club or Sport available as the last shipment was pre-sold before it arrived.

A check of the NIOA Dealer Portal indicates that the next shipment of ELEY is due to arrive on or about the 8th March 2023.

Member organisations are encouraged to continue placing ammunition orders on back-order so that they will be processed before any left-over stock is released for general sale.

9. **Next Meeting – 2nd March 2023 at 7pm AEDT via Web Conference**

10. **Meeting Closed: 8:32pm (AEDT)**

Corporate Timeline for 2022 – 2023			
End of Year Financial Statements		Corporate Matters	
Event	Date	Event	Date
Stock Take	31 st December 2022	Preliminary Notice of AGM, Resolutions and director nominations to Member Organisations	27 th January 2023
Figures to MHW to prepare Statutory accounts	By 27 th January 2023	Last day for receipt of Elected Director nominations, Special and Ordinary Resolutions	3 rd March 2023
Final accounts prepared (by MHW)	23 rd February 2023	Despatch of final agenda for AGM and all related documents (including end of year financial statements)	10 th March 2023
Directors approve Accounts by circular resolution	3 rd March 2023		
AGM – 13th May 2023 (via Web Conference)			

Proposed Corporate Timeline for 2023 – 2024			
End of Year Financial Statements		Corporate Matters	
Event	Date	Event	Date
Stock Take	31 st December 2023	Preliminary Notice of AGM, Resolutions and director nominations to Member Organisations	25 th January 2024
Figures to MHW to prepare Statutory accounts	By 25 th January 2024	Last day for receipt of Elected Director nominations, Special and Ordinary Resolutions	1 st March 2024
Final accounts prepared (by MHW)	21 st February 2024	Despatch of final agenda for AGM and all related documents (including end of year financial statements)	8 th March 2024
Directors approve Accounts by circular resolution	1 st March 2024		
AGM – 11th May 2024 (via Web Conference)			