



The Archers of Caledon – Annual General Meeting May 4, 2019 – 1:00 PM

Agenda

1. Call to order:

A. White called the meeting to order at 1:32pm

2. Roll Call

Al Lahue	Ravi Singh
Andy Ireland	Richard Hubley
April White	Richard Sibley
Ashley Gairdner	Richard Towler
Brendan Wilson	Robert Casha
Cathy Relf	Rolly Duenas
Daniela Webb	Sergei Volhzhaniin
Grady Wilson	Stan Siatkowski
John Sutej	Steve Long
Kelly Chambers	Stuart Mercer
Marcel Melnyk	Subrena De Shane-Gill
Mark D'Cunha	Theo Jaworsky
Neill Marr	Tony Heayn
Norman Van der Ploeg	Tony Savaglio

Proxies

Member

Joan McDonald

Proxy

Cathy Relf

3. Approval of the Agenda

Additions to the agenda

1. Mission Statement – Feedback from club members
2. Social media coordinator

Motion: To accept the agenda with additions

Moved by: S. Siatkowski

Seconded by: B. Wilson

Motion Carried

4. Approval of Minutes from the Annual General Meeting – June 3, 2018

Review of 2018 Annual General Meeting minutes

Motion: To accept the 2018 Annual General meeting minutes as presented

Moved by: M Melnyk

Seconded by: B. Wilson

Motion Carried

5. Business arising from 2018 minutes

i. Washroom Renovations

- No updates have been completed to date
 - Last quote received last year was approximately \$40,000, this value is expected to increase
 - Trillium grant was not completed due to requirement of more extensive financial auditing provisions
 - Board of Directors have approved the upgrade in auditing for 2018 financials to fulfil this requirement
 - Scope of audit can be reduced again once application process is completed and approved or abandoned
 - 2019 Trillium grant submissions are accepted May – June 2019, with expected outcome response in July 2019
 - Entire project costs, including project management and additional work around the club for accessibility to be submitted with 100% coverage expected if grant application is approved

ii. Sun Shelters

- Board approved the design and build of a permanent shelter behind the shooting line of the back practice range, completion expected summer of 2019
 - S. Long presented the structure idea to the members
 - Open wooden structure, with metal roof and pea gravel base for drainage
 - If the design is successful, possibility of more to be built in the barbeque area and the spectator area of the FITA range
 - In the meantime, temporary structures to be erected in these areas

iii. Club Spirit Wear

- D. Webb asked what the club members for clarification of items wanted
 - K. Chambers reminded everyone this item has been on the agenda for 3 years and should either be filled or abandoned
 - J. Sutej suggested maintaining an inventory on hand of tee-shirts in various sizes and disciplines (Field, 3D, Target)
 - Have student specific shirts to hand out at first day of class, include price of shirt in registration fee
 - Two supplier names were provided: EmbroidMe and Entripy
 - Able to do small batch orders
 - Very high quality tee-shirts, polo shirts and dry fit shirts

- D. Webb to contact new suppliers
- iv. Website Updates
 - a. Members only portal
 - This item was brought up in prior meetings, with nothing new to report
 - T. Savaglio to contact website designer to create and launch members portal
 - C. Relf will update the current coach listing
- v. Club Updates
 - b. Newsletter, MailChimp, Bulletin Board
 - C. Relf reminded all members to ensure most current email is on file. Many members are changing emails annually, making it very difficult to maintain a current email contact list

6. Proposed Bylaw Changes

Amendment to Bylaw **Section 19 Para 6** to increase the ratio of associate members from **“twice** the number of the Full Members” to **“triple** the number of the Full Members” (change bolded)

- S. Siatkowski suggested increasing the associate membership to an actual number instead of a factor
- By-Law wording will change from *“twice the number of the Full Members”* to *“maximum number of Associate Members will be equal to no more than 200”*

Motion: To accept the Bylaw changes to Section 19, Paragraph 6

Moved by: B. Wilson

Seconded by: R. Towler

Motion Carried

7. Reports and Discussion related to the reports:

- i. Membership Report – C. Relf
 - Report attached
 - 6 new Full memberships were offered and accepted, bringing the total to 56
 - 6 previous members returned their keys and FOBS, 34 have still not responded to renewals noticed
 - 16 new members have joined

Motion: To accept the membership report as presented

Moved by: A. Lahue

Seconded by: R. Duenas

Motion Carried

- ii. Treasurers Report – T. Savaglio
 - Overall the financials are very healthy
 - Cash and cash equivalent increased by 7% and retained earnings increased by 9%
 - Revenues for 2018 increased by 33%.

- The main areas that contributed to the increases were membership by 32%, tournament by 33%, archery school by 40%, and food sales by 59%.
- Decreases occurred in clothing and rental by 84%
- Expenses for 2018 increased by 5%
 - The main areas that contributed to the increase were tournament by 31%, snack machine by 76% (new snack machine purchased), professional fees by 38%, office expenses by 17%, utilities by 24% and amortization by 96%.
 - Decreases were observed in repairs and maintenance by 40% (carpet was replaced in 2017), and targets by 41%
- A. Ireland asked about and emergency policy and ear marking funds for specific maintenance items that are known to be high cost when failure occurs (septic system, well, roof, etc)

Motion: To accept the year ended December 31, 2018 Audited Financial Statements as presented

Moved by: K. Chambers

Seconded by: A. Lahue

Motion Carried

Motion: To accept the appointment of auditors for 2019 and fix remuneration

Moved by: K. Chambers

Seconded by: R. Towler

Motion Carried

Motion: To review and amend by-laws, if necessary, to address a reserve fund for higher cost, long term maintenance items.

Moved by: A. Ireland

Seconded by: R. Duenas

Motion Carried

8. Comments, Concerns and Future Direction

- i. Fund raising for club accessibility
 - Provincial laws will require all buildings to be accessible by 2025
 - Schools lessons are very well attended.
 - New participants are inquiring about compound lessons
 - Could generate more revenue
 - Building accessibility will be reviewed for Trillium grant application
 - Items can include but are not guaranteed or limited to
 - Paving parking area closest to entrance
 - Ramp to front door and increase in front door size
 - Automatic door
 - Automatic gate at driveway entrance
 - Washroom upgrades
 - Due to the nature of the property, accessibility throughout will not be possible, but building and parking lot upgrades will be an improvement for all current and possible future members

9. Club Work Day

- Spring work day is scheduled for May 25, 2019
 - Jobs to include but not limited to
 - Wood clean up through out
 - Complete cutting of tentest to size for new field target butts and store inside
 - Installation of eaves trough on the DOS
 - Replace indoor target butts as necessary and recycle usable materials into new practice range target butts

10. Election of Board

- Board members completing their three-year terms in 2019 are N. Marr and D. Webb
 - D. Webb completed only the final year term of B. Savage
- A White opened the floor for nominations
 - No new nominations were made

Motion: To close the nominations

Moved by: R. Towler

Seconded by: B. Wilson

Motion Carried

11. Correspondence

- S. Barrett notified the board that due to training commitments, she is no longer able to oversee the social media for the club
 - The Board of Directors thank S. Barrett for all her hard work and wish her the best of luck in her archery goals
 - M. D’Cunha has volunteered to oversee the social media along with a second member to ensure accuracy, expediency and security
 - R. Casha has agreed to assist along with A. White to ensure all materials being presented are appropriate, accurate and inline with the vision of the club
- B. Savage will be hosting a level one coaching course
 - Date, time and contact information has been posted on the bulletin board at the club

12. New Business

i. Member Appreciation

- A. White thanked everyone for the hard work and commitment to the club
 - Without volunteers, the club, tournaments, classes, seminars and events would not be successful
 - S. Long and R. Jones for the hard work rebuilding field target butts and stands
 - All coaches and judges for the countless hours helping the new generation of archers
 - S. Siatkowski for inspecting and repairing or discarding club equipment to ensure safe use, as well as rearranging the closet for ease of access
 - B. Savage for the many years dedicated to running the club, associations and seminars within archery and for assisting the board to ensure success going forward

ii. Mission Statement

- A. White explained the importance of a vision and mission statement for the club
 - This is not only for members and guests visiting the property, but is often required for grant applications and correspondence with government agencies
 - All members in attendance were asked to think about ideas, and email them to assist in the creation of the clubs values and mission statement

13. Adjournment

There being no new business, the meeting was adjourned at 3:02pm

Motion: To adjourn the meeting

Moved by: B. Wilson

Seconded by: K. Chambers

Motion Carried