



VICTORIAN RIFLE ASSOCIATION INC

COUNCIL MEETING 24th March 2019 Wellsford Rifle Range

Meeting Opened: 09.30

ATTENDEES: Garry Kay (GK), Alan Wright (AW), Frank Conner (FC), Albert van Wyk (AvW), Trevor Rhodes (TR), Garry Warrender (GW), Peter Farley (FP), Brett Hartnett (BH), Simon Whatley (SW)

APOLOGIES:

MINUTE TAKER: Nikki Rees (NR)

MINUTES OF PREVIOUS MEETING: Held on 20th January 2019.

Accepted as tabled.

Moved: AvW Seconded: SW

Business arising from previous Minutes:

Agenda Item Number	Action items to be completed
6	NR to compile full schedule of fees for distribution to clubs
14	PF to consider ideas/concepts within the grant timeframe for submission

REPORTS

1. Chairman's Report

GK spoke about the roadshow attended by GK and GW organised by Shooting Australia on the 23rd February 2019. He also mentioned other points that were included in agenda items for later in the meeting.

2. Treasures Report -

Albert discussed the current financial statement and stated that there has been an increase in overall sales, however that is matched with an increase of COGS. We have approximately \$160,000 value of stock on hand with most of this being an increase in stock levels for the upcoming Queens series.

We have reduced our surplus goods at cost price, AvW stated that he believes the store is now being better managed with should ensure a solid revenue figure for the current financial year.

Account Balances as at 26rd March 2019

Interest Bearing Account	\$292,357.85
Trading A/C	\$54,319.11
Junior Development Fund A/C	\$3,785.00

The term deposit account has now closed, and all funds transferred into the interest-bearing account for payment of grant expenses.
 Some of the money in the junior development fund are Queens entries as the incorrect account number is listed on the current Queens entry.

Moved: AvW Seconded: BH

3. Shop Report

Geoff Wells submitted a shop report that was tabled by AvW and accepted by the Council. Geoff states that all projectiles are in short supply particularly 6mm, 6.5mm and 7mm calibres. Geoff mentions that the shop is well stocked and ready for the Queens series.

4. Major Grant Report – see agenda item number 8 for outcomes of discussion.

5. Queens Report

AW & NR gave an overview of the Queens planning. Badges have not been received, however NR is hopeful we will still receive them in time. There is only one caravan site left and communications will be sent to campers this week via email. The Council confirmed that we will allow blow off shots from 8am – 8.30 every morning at a cost of \$5. Entries are currently standing at 77 with over 50% of entries from Victoria. NR suggested that we allow firearms to be stored in the armoury at no charge to ensure responsible storage of firearms requirements are met. Council agreed that this was acceptable. NR also mentioned that shooters licences will be checked on arrival and that safe handling of firearms requirements must be followed at all times. Bendigo DFO’s may be in attendance at the range during the Queens.

Moved: AvW Seconded: TR

6. Councillor Portfolio Reports

- PF spoke about the survey he was designing regarding participation at Queens. It was agreed that the survey would be completed and sent via survey monkey after this years Queens.
- PF has not progressed any further with investigating options for sponsorship of the SYME series. A number of ideas were discussed with PF to develop a raft of ideas for submission to the council.
- BH has had the water pump decommissioned re electricity connection and the equipment can now be sold. NR will advertise it to members with the best price offered (silent auction) method to be used.
- BH has had the three-phase circuit breaker on the main switchboard upgraded to a 50-amp three phase circuit breaker from the 40amp originally installed after the power board fire in December 2018. The electrical inspector stated that it couldn’t go back to the original 63-amp breaker for safety reasons.
- BH investigated all the cable locations at Wellsford while a cable location contractor was at the range locating cables re the pavilion. BH will provide the VRA a map of all lines for filing and future use.

Action Item	Responsibility
PF to complete survey for distribution	PF
PF to submit a strategy for sponsorship of SYME event by next meeting	PF

NR to distribute details of water pump to members for sale.	NR
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Moved: BH Seconded: SW

General Business

7. Shot Expo 2019

NR requested that the Council reconsider the VRA attending the SSAA Shot Expo to be held in Melbourne on 18/19th October 2019. Her reasoning for the withdrawal were based on the lack of volunteers available to assist. Two members had committed to assist with the shot show, however due to the considerable effort and resources required it would not be possible for the VRA to be represented in a professional enough manner to ensure value for money. Also due to the increased workload/disruptions due to the Grants Project neither the Executive Officer or Shop Manager could dedicate sufficient time to successfully manage/oversee the shot expo logistics.

VRA Council agreed that we could re-visit the concept of VRA attending the shot expo in 2021.

Action Item	Responsibility
NR to thank the members who have previously volunteered their time.	NR

Moved: AvW Seconded: SW Carried

8. Zero Range & Major Grant Summary

Project Description	Comments	Action required
Powder Magazine	Powder magazine will be located inside the machinery shed to commence construction late April 2019	NR has submitted the application to Worksafe. BH has followed up with them regarding time frames. GW to construct box to hold powder. NR to source alarms/cages etc
Machinery Shed 9m x 18 m	Bendigo Garages to construct.	Slab to be poured possibly before Queens. Materials to be delivered by mid-April. Construction to start after Easter.
Kitchen	Kitchen/bar area has commenced construction.	Technical drawings have been received for kitchen/pavilion. NR to contact COGB after Queens to discuss next steps.
Ramp to Toilets	Requires Building permit	POD has confirmed availability to complete this project. Awaiting quote.
Zero Range	Zero Range to be located 100 yards from right hand end of mantlet with mantlet being modified to act as stop butt.	BH has been in contact with LRD and will complete all administrative requirements in conjunction with NR. Quote received and accepted by Council from BRD Excavations. Possible start date of late April.

Pavilion Refurbishment	Full refurbishment of pavilion is currently underway	NR to oversee final stages of the pavilion refurbishment. Awning now complete, concrete and interior upgrade will be complete by April 10 th 2019
Tractor	Completed	NIL
Tractor accessories	Completed	NIL
Levelling at 600 yards	To be undertaken internally with tractor	No action required as yet
Office refurbishment	Builder engaged to formalise quotation. Includes removal of all walls, disabled ramp at new entrance and railing on veranda.	NR to liaise with builder to finalise details. COGB to be consulted regarding design.
Office fit out	Includes new meeting room and memorabilia/volunteer area	NR to source quotes on office partitions/shelving etc
Security	Upgrade security to range	NR has received 2 quotes, however a 3 rd quote to be sourced.
Heritage Powder Magazine	Roof leaking? Upgrade entrance for paver project?	NR met with COGB and have confirmed heritage requirements.
Planning & permits		NR to finalise requirements for Bushfire Emergency Management Plan

Zero Range & Major Grant Summary.

NR outlined progress with all the above projects and highlighted any obstacles and possible solutions for the issues.

BH provided the Council with an update on LRD's zero range licencing requirements and committed to completing the paperwork required over the next fortnight in conjunction with NR. Range Standing Orders are to be altered to include rules of use around the new zero range (required for LRD lodgement with the zero-range application). Resident clubs are to be consulted regarding the Range Standing Orders. NR to forward resident clubs new range standing orders when available.

A contractor has been sourced to build the zero range and a quote received. The Council examined and discussed the quote in detail with a vote held with a majority vote agreeing to the quote. Contractor to be consulted regarding the timing of construction.

BH provided the Council with photos from LRD of suitable target design and construction ideas. \$400 is to be allocated within the zero-range budget for target build. No final decision was made regarding the target frame design.

Moved: BH

Seconded: TR

Carried with BH abstaining from the vote

Action Item	Responsibility
NR to complete all allocated tasks listed above.	NR
BR to complete application to amend the Wellsford range licence with LRD within the next two weeks. If approved by LRD, possible start date of works will be end of April 2019.	BR
GW to complete the new version of Range Standing Orders and forward to NR for distribution to the resident clubs and to be included in the LRD application.	GW/NR

9. EPA Report

GK showed the Council a hard copy of the recently published "Guide for managing contamination at shooting ranges". GK stated that the EPA will send all our clubs a hard copy in the mail if the VRA provides the EPA the contact details on labels. The Council discussed the pros and cons of the VRA being the central reporting body for the EPA. GW mentioned that he has a contact who would be a good resource for information regarding environmental issues.

BH mentioned that as the VRA finds remedies for the lead contamination issues specifically at Wellsford rifle range, the costs should be shared as a percentage (to be determined) with all clubs who are domiciled at the Wellsford Ranged depending on % of use. PF was tasked with drafting a letter to be sent to all clubs providing them with some information on the guide sent by the EPA.

BH would like the VRA to start considering low cost ways to stop lead dust transfer and slow the erosion occurring at Wellsford. Planting small trees and small ground cover would help with the issue of lead contamination transfer problems at the range as per the EPA report. . GW asked if we have a current Environmental Management Plan. NR stated that there was one developed in 2016/17 by one of the members who had made a significant contribution to the Major Grant process.

Action Item	Responsibility
PF to draft letter to clubs about EPA report	PF
NR to distribute letter once finalised	NR
NR to send EPA copies of labels for all clubs contact details	NR
NR to send GW a copy of the current EMP	NR

10. Vic Sports – Mandatory Female Quotas

BH spoke about the Vic Sports female quotas that will come into effect as of 1st July 2019. He recently spoke to the Strategic Project Manager at Vic Sports to clarify the responsibility of the VRA having at least 40% females on the Council. The outcome of the conversation was that the VRA must be very proactive as an organisation to encourage more females onto Council. A number of ways to meet our obligations would be to ensure it is a constant agenda item at council meetings to encourage discussions. The VRA currently has 818 financial members with a total of 81 females. Some of those females are non-shooters, however this would not discount them being on the VRA council. The Council discussed various ways the VRA could encourage more female members and also how the current council configuration could assist in meeting quotas. GW also talked about Good Governance requirements and how this would fit in with the female quota strategy.

Moved: AvW

Seconded: AW

Action Item	Responsibility
AvW to draft an email to all members/clubs regarding good governance regulations and the impact to clubs.	AvW

11. Solar Panel system for the Wellsford Pavilion

BH is currently sourcing quotes for the Council to assess the viability of placing a solar system on the Frank Morgan Pavilion. To date, BH has not received any quotes back from any of the contractors approached but will provide them to Council for consideration prior to the next Council meeting.

Action Item	Responsibility
BH to send Councillors quotes prior to 26 th May 2019	BH

12. Range Standing Orders

This subject was discussed by Councillors as part of the Zero Range discussion – Agenda item 8 with action items listed.

13. Rules & By Laws

This subject was discussed during agenda item number 10 – Vic Sports, mandatory female quotas. NR also requested that the rule governing distribution of the AGM agenda be changed to allow emailing of the documentation instead of postage. GW spoke about section 55 of the Rules that could possibly be removed.

Action Item	Responsibility
GW to continue analysing changes needed to ensure the VRA is compliant with Good Governance requirements.	GW

14. Outcomes from Shooting Australia Roadshow

GK & GW spoke about their attendance at the Shooting Aus. roadshow with the agenda and informal notes being previously distributed to Councillors. GW spoke about the benefits of sharing services between the agencies which would allow greater buying power and more economical administration costs. Shared services could be legal services, EPA consultants and joint insurance schemes. There was also a discussion held on all the shooting bodies joining to lobby the state or federal government for funding for the sport of shooting.

Moved: GW

Seconded: AvW

Action Item	Responsibility
GW to draft a gender policy statement	GW

15. Letter from member regarding negative publicity

An email was received from a member regarding recent negative publicity after the NZL shootings and the copy of an article from the Herald Sun dated March 18, 2019. The member encouraged the VRA to find a patron/champion of the sport. The council discussed the article and email and agreed that positive media coverage after such an event is crucial. The

VRA would not be responding to the NZL event at this point as any response would not now be considered timely. One of the Councillors agreed to respond to the member in writing.

Action Item	Responsibility
AvW to respond to VRA member via email	AvW

16. SSAA request to share ranges

GK received a request from SSAA facilities manager to discuss with the possibility of leasing time at some of the VRA ranges as a commercial arrangement. The Council discussed the subject with varying opinions about the possible success of such arrangements.

GK & AvW agreed to set up a meeting with the SSAA to hear more about the proposition.

Moved: GK

Seconded: GW

Action Item	Responsibility
GK to respond to SSAA and set up meeting	GK

17. DRA Teams Weekend & Champion of Champions

The Council discussed the planning and logistics of the now two separate events and how it is to be managed. The events will be held on:

- Champion of Champions and VRA PM 7/8th September 2019
- DRA Teams & AGM 26/27th October 2019

Various ideas and concepts were deliberated with GK tasked in composing a document to be distributed to all members.

Action Item	Responsibility
GK to draft an information documents for members on the rules/guidelines for C of C and DRA Teams events.	GK

18 NRAA Coaching and Officiating Course – April 2019

NRAA has advised that they have been working with Shooting Australia to finalise the new Officiating course and the “Competition” coaching course. The courses have been completed and they propose to combine the two courses and deliver as one over a two-day weekend preferably in April. The objective is to have each S&T with people accredited to deliver both the Club and Competition Coach Courses.

AvW offer to contact the NRAA for further information and attend if it did not clash with the Victoria Queens.

Moved: AvW

Seconded: GW

Action Item	Responsibility
AvW to contact NRAA for additional information, with the intention of attending	AvW

Upcoming Council Meetings

- 26th May 2019
- 28th July 2019
- 22nd September 2019
- 24th November 2019

Meeting closed at 4.00 pm

Councillor Portfolios March 2019

<i>Topic</i>		<i>Councillor Allocated</i>
1	Treasury/VRA Shop Staffing – HR F Class State Teams	Albert van Wyk
2	Technology NRAA Scoring and Statistics	Frank Conner
3	Events – Queens NRAA Scoring and Statistics	Alan Wright
4	Events – DRA & Other VRA OPM's All regional club PM's	Trevor Rhodes
5	Renewal of Wellsford Licence Other State Teams	Garry Kay
6	Membership Communications and Marketing Sponsorship for Events	Peter Farley
7	Strategy & Operational Policies Updating rules/by laws Updating Range Standing Orders	Garry Warrender
8	Resident Club Liaison & Wellsford Range Facilities	Brett Hartnett
9	Major Grant Project	Brett Hartnett