

Thanet Archery Club
Committee Meeting minutes.



Wednesday 19th Apr 2023 7pm at:

**Frank Pullen Building,
Thanet Archery Club,
Kent International Airport,
Manston.
CT12 5BL**

1/ Apologies – Dick Bailey, Mike Davis, Andy Doyle, Fred Hammond.

2/ Present – Dave Batchelor, David Brown, Chris Bullen, Lewis Bullen-Steed, Anne Fretwell, Helen Fox, Bob Gawler, James Plummer, Pete Verrall, Jim Whiddett.

In the absence of both Club Chair and Club President, Bob G proposes Jim W as Chair, Pete V seconds. Chair:- Jim Whiddett (Club Captain)

3/ Acceptance of minutes of previous meeting – N/A

4/ Officers Reports – None.

5/ Matters Arising

a/ Vote of no-confidence/confidence in Andy Doyle. He has specifically insisted on this, following the exchange of comments on the Committee WhatsApp. I would expect this to be a formality.

There were some queries as to why Andy felt it necessary for us to have this vote, but it illustrated Jim W's comment about social media apps not always being an ideal medium to have committee discussions. Pete V phoned him on Sunday afternoon (16th April) and had a 10 min conversation. Bob also spoke to him on the phone. He accepted the apology on WhatsApp, and was happy for us to hold a vote prior to him joining at 7:30. As it turns he is unable to attend this evening.

A vote of confidence was held and those present (and Dick Bailey via email) voted unanimously to express their continuing confidence in Andy Doyle's competence as a member of the committee and the club to uphold the clubs constitution and safety rules. Pete V emailed the result of the vote to Andy after the meeting.

b/ Discussion of Lone shooting approval process. No further discussion on 20th other than Mike saying he needed to add the suggestions from committee members. Main issue to discuss is:-

While the app is integral to the guidelines, including the reference to approval being given at committee meetings, the app effectively allows us to bypass that by providing a space for committee members to add comments/objections and then to approve (or reject) without having a committee meeting.

Some options:

- 1/ We use the app strictly within the written guidelines where all requests can only take place at a committee meeting.
- 2/ We consider whether the app enables us to streamline the process safely, by allowing the whole committee to comment/raise objections to be considered by those responsible for approval/rejection.
- 3/ We agree that those requests where no objections are raised can be approved without a committee meeting. If an objection is raised, the request must be considered at a committee meeting.

Andy D had already communicated his preference via email. "In respect of the approval method, I would choose option 3, as we only need to confirm we are confident they will follow the rules. If 3 committee members vouch for the archer, and then the Chairman, Secretary, or Treasurer can approve. This makes a quorum of members as per the constitution. Committee meeting if any objections, or less than 3 people can vouch for them."

Bob confirmed that this was Mike's intention as Mike messaged him today to clarify.

Jim commented about expectations and ensuring useful comments are added to the app.

When he sees "No problem" comments, he thinks of the following:

- Are they a paid-up club member?
- How long have they been shooting?
- Do they know the rules?
- Am I confident in their ability to act as a field captain on the shooting line?

Bob asked whether we needed archers to have a specific lone shooting assessment with Dick or himself, and used the example of a couple of field archers who have years of archery experience but have been at the club less than a year.

Pete said that apart from general competency, the more significant issue is experience of being first to arrive/last to leave, i.e. experience of shooting outside of club shoots. As it is, someone can come and shoot for a year at club shoots and be eligible to lone shoot with ever having had to put the flag up or down, open/close backstop netting, lock up or unlock the building, etc. If it were possible to refine the criteria, shooting at 20 club shoots + a dozen others outside of normal club shoot times would be more useful experience to have as someone applying to lone shoot.

Additional things for a lone archer to consider – particularly on the target ranges are:-

- Can I single-handedly take the target cover off at start and replace when finished?
- Can I single-handedly open out the backstop netting and close it up again afterwards?
- Am I aware that lone-shot round scores cannot be verified and therefore cannot be accepted by Anne as scoring records.
i.e. can I safeguard both myself and the club equipment?

Jim suggested that in view of the fact that we have 19 people who have applied for lone shooting, perhaps the next stage is to highlight the above to them before granting lone-shooting permission or limiting lone-shooting to 3D & walk-back for those who are unable to singlehandedly deal with the covers & backstop netting. **Pete** asked if in future, it would make sense to pre-empt unsuitable requests by putting these considerations in the lone shooting guidance so that members can make a more informed decision about lone-shooting before applying.

*On approvals, it was suggested that Andy Doyle, Bob and Dick also be allowed to approve. **Dave Batchelor** said approvers can always ask advice but need time to be allowed to do that.*

Rethinking the lone-shooting approval process

- Need to alert prospective lone-shooting members of limitations on scoring rounds
- Need to establish less arbitrary experience criteria (>1-yr membership limit by itself is a bit of a blunt instrument, should have min. 1 years' archery experience + have shot a dozen times outside of normal club days).
- Need to either assess or enable archers to self-assess physical capability of uncovering/re-covering targets and opening/closing backstop netting on target ranges
- Need to offer the option of limited lone-shooting (i.e. 3D and walk-back targets only)
- Need to ensure app comments are pertinent to the requesting archer and enable those considering approval can make well-informed decisions about an archers suitability
- Need to allow at least a week for committee members to offer comments or seek advice from those who know the individuals (don't rush to approve).
- Need to have a published list of approved lone-shooters.
- Need to reconsider some of the limitations on lone shooting, i.e. limiting targets used on target range as that effectively restricts shooting to the longest distances only, and also the 3D range.
- Would be useful for the app to have an option where archers can specify the range(s) they wish to lone-shoot on (e.g. if they are only intending to shoot on 3D & walk-back, approval should be much more straightforward).

Pete V to email all the prospective lone shooters to advise them of the issues raised and ask if they still want to be able to lone shoot. The above to be discussed on 13th May.

Pete raised a technical issue around the lone shooting requests. For every request made, the sign-in app uses thanetarcheryclubsecretary@gmail.com to send individual emails to all committee members for each request and at every stage of the request – plus other emails to each requesting archer. Since the 14th April, the Club Secretary email Outbox has sent approx. 500 emails (395 on 14th April alone) which makes finding one's own messages among all the automated ones very difficult. The Inbox is affected as well, but not so much. Incident report notifications are sent the same way. Will need to create a separate email address to handle these (tac.management.system@gmail.com) and ask Ashley to update the app to redirect these automated messages via that address instead. *Done – Ashley has switched the app to the new email address.*

Chris asked if it would be worth doing that for all the named club official roles, so that when these roles change hands, the information doesn't stay with the individual, but is accessible to the person who takes over. Committee agreed this would make sense. Jim has already done this with the tac.clubcaptain@gmail.com address, so it would be good to do the same with other names roles using a common form.

i.e. tac.clubchair@gmail.com, tac.coaching@gmail.com, tac.equipment@gmail.com, tac.safeguarding@gmail.com, etc.

Of course it does make it difficult for those old lags who've been on the committee a good few years as they will then have some comms on one email acct, and some on another. Perhaps it would work best for those who've joined the committee most

recently? **[Action 5(b 4/23)]** Create role-specific email addresses for named roles as appropriate – leave it to the individuals concerned to set those up.

c/ Updating club booklet - having discussed item 2, we should be able to finalise what needs to be added to club booklet on sole/lone shooting.

Dave Batchelor asked about initially making a quick amendment to the lone shooting, but it seemed best to do that update after next committee meeting, once we've agreed final wording of the sole shooting rules. Once we've agreed that, it will be for Dave Batchelor and Pete to make the necessary changes, and then make sure those versions and only those versions are on the Dropbox and the web site.

d/ Update on finance & membership renewals from James Plummer.

So far 91 people have paid (£5,508.50), of whom 86 have paid in full and 5 are paying by monthly standing order. Prior to renewal there were approx. 140 members, with about 50 not yet renewed. Of those, James knows 20 who are definitely not renewing, which leaves around 30 who may or may not renew at some point in the next couple of months as the evening shooting season returns.

Discussed tracking usage for those members who've paid for 25-shoot membership; but James has requested from Ashley a modification to the sign-in app so he can periodically download an update on when members have shot which will make that process much simpler. *Bob asked what if lone shooters don't book in – how do we know they've shot? Likewise someone can book in apparently for maintenance and then shoot a round. Bob has also asked Andy to mention to the field archers to message on WhatsApp when coming to shoot so others who might like to shoot can come as well.*

e/ Update on mower - Chris Bullen.

Mower is due to be taken into Canterbury for a diagnostic service (£179 + parts + VAT), £55/hr for any repairs; on recent info, repair not looking hopeful if gearbox needs replacing. James asked if they would take a part-ex if we purchase a mower from them with a warranty. *James also raised the issue that he hasn't seen a project budget for work that has needed doing, so if there are specific things that definitely need doing, such as finishing the disabled access properly, he would like to see some kind of projected works budget so that he can input from a finance POV what will be affordable to do this year.*

Chris also raised an access issue with the inner main door; has no handle on the outside so if it shuts there is no disabled access via that entrance. Chris proposed either finding a way to keep it open or take the whole door off. Chris asked to investigate - which he did; he took the door off at the end of the meeting!

6/ Outstanding general action points. - N/A

7/ A.O.B. - None

Meeting ended:- 8:30pm

Next meeting:- 13th May 2023 after archery