

# Irish Field Archery Federation

---

MINUTES: IFAF Committee Meeting Wednesday 29<sup>th</sup> January 2014, 7.30pm. Rhu Glen Country Club  
Attendees: John, Eddie R, Andy V, Helen K, Helen O'C, Keith, Lynn  
Apologies: JP, Stephen & Andrew W

1. Minutes of last meeting  
Minutes accepted.
2. Matters arising  
None.
3. Helen K:
  - a) Finance, general. Current account in credit. Includes refund of insurance, some membership fees & includes Loan payment to Valley Bowman
  - b) Credit card – the old IFAF a/c has been closed. The Credit Card is obsolete
  - c) Accounts payable – Room fees for meetings, Nov and Jan meetings. Stationary purchased by former IFAF Cmte Member, Carrowmore refund of membership fees paid before AGM (JP needs to confirm amount. Andy to follow-up) and Cmte out-of-pocket expenses due for refund.
  - d) Membership funds – Follow-up on getting funds from JP to Helen K for lodgment (Andy)
  - e) IFAF Loans
    - a. Valley Bowman Loan – Loan agreement signed and received
    - b. Aos Dana loan – Helen received text from Maureen W. Balance is €2000 with the plan to pay €1000 back in June following fund raising activities. Maureen said that balance will be paid back as they have it. The 2 year term was extended to Aos Dana, by this Cmte, so they have until 10-May-15 (loan issued 11<sup>th</sup> May).
  - f) Other items – John found Draft from UKIFAC 2011 that had not been used due to bill being paid by IFAF. The draft can be used as a part-payment with company and put towards medals/other expenses with them.
4. Andy V:
  - a) IFAA/IFAF coaching courses – Get more instructors / coaches 'on the books' for IFAF. Would like to promote female archers to become instructors/coaches. Keith assigned task of collating information on the Level 1 instructors under the IFAA course. Keith to follow-up also on the call for First Aid and Coaches information as per requests from JP via text an also through the website. Furthermore, he is to contact Lynne Fairhall about roll-out of training.
  - b) European delegates – Stephen C can't make the IFAA Delegates meeting in San Marino. Andy V suggested Eddie go and attend. Two questions raised; can we afford it and can Eddie make time attend? Eddie to research the cost and to report back the Cmte by the weekend (2<sup>nd</sup> Feb)
  - c) Inter-organisation relationships – ITFAS have reported back that they will discuss having IFAF shoots advertised on their Calendar. Archery Ireland is already advertising IFAF shoots.
  - d) Membership lists/cards. – IFAF to revamp the Membership Numbers. Ask JP to take on task.
  - e) UKIFAC – Andy V contacted NIFAA regarding joint teams, uniform shirts for 'Ireland of Ireland'. IFAF are the hosts for 2015. Lynn to post UKIFAC 2015 'open to tender' on the website. Applications must be submitted to the Secretary by St. Patrick's weekend
5. Lynn
  - a) List of Committee Tasks Outstanding/Completed – Cmte went through list and gave updates to tasks or took on outstanding items
  - b) Purchase of Stationary

# Irish Field Archery Federation

---

MINUTES: IFAF Committee Meeting Wednesday 29<sup>th</sup> January 2014, 7.30pm. Rhu Glen Country Club

- a. Rubber stamp for validation of classification cards – Get self-inking stamp is the recommendation. Lynn to buy
  - b. Card for printing – Approved. Lynn to buy
  - c) IFAF Shirts - Competition &/or General wear? – Want a smart shirt suitable for shooting in. The shoot will be for IFAF rather than 'event commemorative'. Lynn & Andy V to source, price & report back to Cmte
  - d) IFAF Classification Cards - IFAF Card designed (preview)approved by Cmte for usage
  - e) IFAF Medals for new 'stand-alone' champs - Need to get designed, quotes for and purchased – Lynn to review items on market and price them
  - f) IFAF Website Update with 'List of Clubs' – Lynn to contact 2 people from each club within IFAF currently (email) and confirm they wish to be on the list and also provide their location & contact information
  - g) General notifications out to members/clubs
    - a. Safety/course sign-off - Issue reminder to clubs about Course Sign-off timelines, advice of Inspectors, etc? – Keith confirmed it's 1 week before shoot for sign-off from a Course Inspection (Lynn to add info to home page). Keith to get information about First Aiders and inspectors within each club from JP or Lynn to add to info request to item 5F.
    - b. Minors shooting without allocation of a shoot guardian - Issue reminder to all members about AGM ruling on <17 archers? – Lynn to add info to website as an 'up front' reminder
  - h) Opinion/vote on suggestions received for review:
    - a. Scrap yearly records & start new PB log for all members/shoot types – Scrap yearly records. No PB records to be introduced. – Passed unanimously
    - b. Suggestion about opting out of the medals at shoots – option put out to members at shoots. On top of the registration slip there are opt in/opt out for medals. Gains, records and so forth for the person who opts out of medals is not affected. – Passed unanimously
  - i) General FYIs:
    - a. 'Finances' - Valley Bowmen received their IFAF Loan. Term is based on 2-year payback agreement from the time loan was officially signed for (full repayment due 22-Jan-2016).
    - b. IFAF new clubs - new club being started by Adrian & Sarah Twomey called 'Enniscorthy Archery Club'. No plans for woods, hall or hosting shoots at present time.
6. Any other business.
- a) Helen O'C – Child sign-off/abide by rules form still has Maureen W's name on it. – Lynn to update and re-upload
  - b) Helen K – issue opening calendar from website – Lynn to check
  - c) Helen K – Set a fixed allowance for travel expenses. Cmte unanimously agreed on €0.40 per mile / €0.25 per kilometer from a Cmte members' fixed residence. This allowance will be back-dated to the time positions took up. Everyone to submit distance of commute to Helen K for reimbursement.