

Irish Field Archery Federation

MINUTES: IFAF Emergency Committee Meeting Wednesday 16th April 2014, 8pm, Darbystown



Attendees: John S, Elaine F, Helen O'C, Keith S, Andy V, Eddie R, Helen K, Lynn E

Non-attendees: Stephen C, Andrew W

1. Accounts & accountant

Income and expenditure summary compiled by Helen K & handed around for review and spoken to in detailed by Helen.

Statements are slow to be issued. Recommend online banking set-up. Helen K to do.

Monies due in from Aos Dana in June (ref minutes from Jan 2014)

The €200 that was unaccounted for at the AGM in 2013 is still undetermined as to its origin.

Accounts are up to date as of 31-July-13 but between that date and the AGM/Helen K taking over the Treasurer position there were no accounts for that period.

Revenue Commission letter: Jim C had requested an exemption of Corporation Tax for IFAF as a non-profit sports body/charity organization. Helen asked for the letter Jim sent to the Revenue
The Secretary needs to send a letter asking for exemption from Corporation Tax.

Helen said we need to get an accountant.

Eddie recommended bring it to the AGM that we stop being a limited company and revert to a Club/Society status.

Helen K asked about how to stop being a limited company with Revenue and it's a letter required but the letter has to be with Revenue before July.

Accountant had advised Helen K that it should have been set-up as a Partnership where the value of the shares is 1 cent and then any liability is limited to that value.

Could we use an accountant Helen was recommended. The accountant's fee should be approx €300-€400. Helen K to look for 3 quotes from Chartered Accountants & seek information on the Partnership set-up

Can the Committee dissolve IFAF Ltd? Lynn to review by-laws etc

Helen needs letter/information for Gallaliance

Carrowmore received the refund for membership fees paid, as confirmed by Mr Whitehead, in email to Helen K

2. Membership monies update. Finances discussed.

3. Accept payment by Paypal?

Set-up a paypal account to accept payment of membership monies. Helen K advised that if PAYPAL is used then the detail (narrative) used to confirm who the payment is from needs to be explicit else the payment is very hard to reconcile against the payee.

The cost to set-up PAYPAL is free. Helen to investigate the charges associated with paying through paypal.

4. Refund of/acceptance of the receipts for Delegates meeting from Eddie R

5. San Marino report.

There are no official minutes from San Mario at the moment.

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List of people registered under 'Ireland' given to Eddie for names to check.

The French association is concerned that nearly 1200 people registered but, at the time of the meeting, only 800 people had paid.

Other personal notes detailed, including items up for voting at the World Council meeting like European Council to give greater autonomy to Europe because it is such a large collection of archers.

IFAA Training Course: It is for the member association to govern the coaching within each country. Each IFAA affiliate is to manage coaching domestically. Following the publication of the minutes then a communication shall be issued on the matter.

World Council meeting in Yankton, it was agreed that proxy votes be sent to EFAA or WFAA for usage. There are two positions coming up for election; Secretary and Vice President.

Enquiry about IFAF holding a Championship event: World Champs that was awarded to S. America is but is to come back to tender. Would we bid for it? World Champs is 2 days 3D and 2 days paper faces. Unanimous vote to put the bid in. Eddie asked to do the preliminary investigation

6. To -do list

Excel list gone through where tasks are 'In Progress'

7. IFAF shirts

Colour: The colour voted for is 'sky blue'. Vote 7 for & 1 against.

Discount: Offer every member a discount of €10 as a once-off purchase. Discount is available on 1 shirt per member. To avail of a discount the shirt must be ordered and paid for in full by the Sunday 11th May. Vote 7 for & 1 against.

8. IFAF medals

Proposed that one colour of medal bought (gold) and that 3 colours of ribbons are used to denote 1st – 3rd place.

New quote (#3) asking for quote of medals with & without ribbon (we by reels of ribbon to use)

9. UKIFAC update. UKIFAC committee a matter for Valley Bowmen.

Formal notice given that Valley Bowmen will appoint a committee that will remain in place until after the event. The UKIFAC Committee is independent of the IFAF Committee. Notice given, by Valley Bowmen, advising they will be making a formal application for a start-up grant.

10. IFAF League proposal.

Elaine proposed a 'Champions League' which promotes field archery and the various disciplines over the IFAF membership year where the scores from 2 SBG, 4 Field/Hunter Rounds and 1 IFAA Animal round are totaled to form your league score. Elaine has a proposal drafted and will circulate

11. Gains chart review

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Gains Chart reviewed by Elaine and she identified disparity between the level of attainment required to get a gain in one class over another. Suggestion is that should the Gains system be revised it would go against a current record. Possibly an AGM matter for any changes; it was the last time?

12. Calendared shoot restrictions

A calendared shoot should not be restricted by age, style or gender. All IFAF members should be eligible to shoot else it is classed as a 'club shoot' and will not be calendared.

13. IFAA/IFAF Training

Discussed in the San Marino section (#5)

Need to collate a list of IFAF Instructors

Recommend having a renewal process whereby instructors renew and attend a refresher course (e.g. half day) annually.

Who is going to run the Instructors Course?

Utilize the IFAA Training Program and incorporate items which are important to IFAF, course etiquette, in-situ training in the field, etc

Eddie R asked to review the manual and circulate the details to the Committee.

14. Suitable times/days for meetings. Alternative means of contact.

Based on the situation that has arose the most suitable date to most was selected. Every effort made to offer another alternative but this date (16th) ultimately suited the majority. The venue, Darbystown, is to be reused for the next meeting in order to keep costs to a minimum.

15. Committee structure

Restructure the committee at the AGM to reduce the number of members on the Committee, consolidate the roles and assign responsibilities within the role.

16. Dedicated funding officer

Andy V has been involved in finding out about funding opportunities available. This has been suggested before but had been turned down due to official admin. Suggestion is that Andy V or John S take on the role. Helen K is aware of the certain grants, funding and other opportunities and redistribute to John & Andy. Andy V is going to put John S in contact with Archery Ireland's funding request.

17. IFAA query re insurance.

Letter sent from IFAA asking what was and was not covered by each affiliates insurance policy/ies. No reply has been sent to date. Helen K suggests that the letter be sent to ODon for them to review and answer. John S to follow-up on.

18. Website change.

The current website is outmoded and outdated. John S is to make enquiries.

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19. Advise members re travel insurance.

Email needs to be sent out to advise archers of buy good quality travel insurance which has a specific provision to cover archery not just 'holiday' insurance. Lynn to send out an email.

20. Any other business.

a) AGM – Where is to be held? Proposal for Kilkenny City, the Ormond Hotel or the Spring Hill or a third. Quotes to be gathered by Lynn.