



**International Chito-Ryu Karate Federation of Australia
(Sunshine Coast Branch) Inc.**

Committee Meeting MINUTES

**Venue: Maroochydore Dojo, 2/14 Depot St, Maroochydore, Qld, 4558
16th March 2013.**

Attendance: Helen O'Grady, Martin Phillips, Tracy Darin, Leona Ryan, Debbie Strazzari, Jodie Marriott, Adam Amos, Rod Jones, Sharon Saunders.

Apologies: Wendy Boman

Meeting Opened: 9:05am

Item	Action	Who
Minutes of previous Meeting	The minutes of the last meeting were reviewed and accepted. Moved: Rod Jones Seconded: Helen O'Grady	Helen O'Grady
Treasurer's Report	Financial Report for 13/12/12 to 12/01/13 Account Balance \$14,605.58 Liabilities: Soke Cup: \$5907.32 Tournament points champion \$350 Equipment: \$1000.00 (depreciation) Scholarship: \$900.00 Available balance as of 12/02/13: \$4,132.09 Treasurer items pending <ul style="list-style-type: none"> Audit pending Accounting Software Programs 	Tracy Darin
Secretary's Report	February Minutes were uploaded to website. Newsletter printed and distributed. Vouchers of the raffle donations were printed and displayed in foyer.	Leona Ryan
Instructor's Report	Update on Bogu equipment. The Bogu gloves sample has been received and approved by Martin. Pre order information will be sent out to members next week. Once orders have been placed delivery is expected in approx 8 weeks. Head gear is still in progress.	Martin Phillips
Correspondence		
Correspondence In	QLD Govt. Associations Incorporation Form. (Pending)	Leona
Correspondence Out	Sponsorship forms and letters submitted to <i>Maroochy RSL</i> <i>Community Grants</i> and <i>Bendigo Bank Buderim</i> requesting a donation of funds for Soke Cup members. Copies submitted to records.	
Business arising from previous Minutes		
Annual Scholarship	Recipient, Jodie Marriott, and instructor, Sandra Phillips are leaving during the week to Japan for the Scholarship award. Associated costs are outlined in the Treasurer's report.	Martin
QLD Camp 2013	Confirmed date and venue for QLD Camp is Curramundi Active Recreation Centre on 26-28th April. Confirmed attendance number is 45. Late	Martin

	<p>bookings will be allowed subject to room availability at the centre. Members wishing to attend as day visitors will pay the same as those who are staying overnight at the centre as all meals will be included.</p> <p>Martin has recently been in touch with colleague and friend, Charlene Symonds, 1992 WKF World Karate Champion (all styles). The only Chito-Ryu person ever to win at this event. Charlene also was a Gladiator competitor on the Ch 7 TV show Gladiator. Martin suggested to the committee to invite her to visit and train with members at the QLD camp. Charlene has great experience and success, and sharing her experiences and proven mind fitness would be of great benefit to our members. It was suggested and discussed to use the special guest funds from the raffle to fund her flights from Sydney. Approx cost on this particular weekend would be \$500. All agreed. Martin to communicate with Charlene to confirm.</p>	
Grading Day BBQ	<p>Debbie Strazzari reported that the grading day BBQ profit on February 23rd was \$50. This was only a small grading day compared to others. It was suggested by Debbie and all agreed that for these smaller days we would not run the BBQ. Martin will communicate expected numbers for future grading days and we will decide if we will run the BBQs based on those numbers.</p>	Debbie
Committee Raffle	<p>Raffle winners have been drawn and all have been notified.</p> <p>1st - Jayne Schultz - Hamilton Island Getaway 2nd - Eley Family - Car Detail 3rd - Ben Keefe - Waeco Portable Fridge 4th - J. Parker - EBB Waterfront Fine Dining Voucher 5th - Debra Strazzari - Photography Package 6th - Tanya Hayden - Health Code Wellness Clinic Pamper Package 7th - Rod Jones - Lawn Mowing & Garden Care Voucher 8th - Jonah Dixon - Miessence Certified Organic Personal Care Products 9th - Bella Smith-Leishman - 3 Month Trial Membership at SCK 10th - Melanie Jones - 3 Month Trial Membership at SCK 11th - Deb Woodhouse - 3 Month Trial Membership at SCK</p> <p>Public notification still to be made. Helen to post to websites.</p> <p>The overall profit was \$2350 and will be used to fund a visit from a guest instructor to the dojo. There are still 36 members with outstanding tickets and money to be returned. A letter is to be drafted and sent to those members to return the tickets. Sharon to draft letter. As stated in the letter accompanying the tickets when issued, those tickets not returned will be issued an invoice for payment. Invoice to be sent if tickets have still not been returned 14 days after first letter has been sent.</p> <p>The funds from the raffle will be set aside to fund a special guest to visit the dojo. At this time the funds did not generate the expected amount to fund a guest from Japan to visit the dojo at the end of April and to coincide with the QLD camp. Approx costs for visitor from Japan would be \$1500 plus \$300-\$500/ day for daily expenses. Approx total for 7 days is \$3600 to \$5000. Total available funds of association at this time, including the raffle profit, is \$4,132.09. All agreed not to use this money at this time for a guest from Japan. It was suggested to use this money to fund a guest from Sydney to visit the QLD Camp. Details noted above in the QLD</p>	Martin Helen

<p>Electronic scoreboards for tournaments</p>	<p>Camp information. The remaining profit will be used for a special guest instructor from Japan later in the year.</p> <p>It was suggested to approach the Gold Coast dojo to ask if they would be interested in sharing the costs of funding a guest from Japan. Helen to make contact with Gold Coast dojo.</p> <p>Martin is currently in communication with software programmer. Framework is expected to be delivered at the end of the month. When software has been accepted, hardware will need to be purchased. As discussed at early meetings, approx cost of hardware will be \$1500. <i>To be updated at next meeting.</i></p>	<p>Martin</p>
<p>Tournament Update</p>	<p>Venue for SC Tournament in May is confirmed at Millwell Rd. Jodie continues to recruit volunteers for the various positions needed. <i>Further update closer to event.</i></p> <p>Bronwyn Farrell submitted menu from Cafe2u. Copies submitted to records. All agreed to have Cafe2u offer their menu at the tournament as it alleviates the committee's concerns of running the canteen and the food wastage at the end of the tournament. Leona to contact Cafe2u to confirm date 19th May and time 8:30am to 2:00pm. It was suggested and agreed the committee would run a sausage sizzle BBQ between the lunch period 12:00-1:00pm, if ok with Cafe2u.</p> <p>Helen to organise medals for the tournament. Registration forms will be sent out to members shortly.</p>	<p>Jodie</p> <p>Leona</p> <p>Helen</p>
<p>Soke Cup Funding Raising</p>	<p>Correspondence has been sent to Maroochydore RSL and Bendigo Bank Buderim requesting donations. Copies submitted to records.</p>	<p>Helen</p>
<p>Garage Sale</p>	<p>Garage Sale fundraiser date has been set for Sunday 14th April. Rod has designed and printed three different flyers to be distributed to Soke Cup team members, all dojo members and to the community. All details of flyers, copies submitted to records.</p> <p>The community letters will be distributed to the surrounding suburbs including Kuluin, North Buderim and parts of Maroochydore, approx 4500-5000 residential places.</p> <p>Rod will put on hand written signs on Friday 12th at Kuluin school, Fisherman's rd, area near McDonalds, area near BP service station, intersection of Maroochydore and Main rd. Helen to help with providing materials for the signs.</p> <p>Rod to organise a free Ad is to be placed in Sunshine Coast Daily community section. Tracy will arrange a MixFM free community announcement for the breakfast time spot everyday for one week prior the sale. Helen to create a Facebook event page.</p> <p>Soke Cup team members must participate to benefit from the profits. Martin to supply Rod with a list of those members to record efforts. Tracy to make amendments in treasury records to account for funds</p>	<p>Rod Martin Helen</p>

	generated and to organise float of \$200. Rod to collect funds on the day. Maroochydore RSL and Bendigo Bank Buderim to be made aware that we are happy to advise for them at the sale as part of their contributions they make for the team.	
Fight-a-thon	<p>A suggestion was made at a previous meeting for the committee to support a fight-a-thon for individual team member fundraiser. The suggestion was discussed and agreed. Members will get the opportunity to seek sponsorship to do as many supervised fights as they can in the Friday night kumite classes leading up to the Soke Cup. Members will request donations or sponsorship of \$X per win, which they must record for collection. An official ICKFA cover letter will be used by the members when asking for donations or sponsorship explaining details of the fundraiser. Martin to draft cover letter, Leona to draft record form.</p> <p>A suggestion was made to hold an exhibition event of the same nature at Maroochydore Sunshine Plaza. However at this time the committee agreed that we would not look into this event at this stage because of the timing, the organisation required and insurance responsibilities, however the committee may revisit this idea at a later time.</p>	Helen
Easter Picnic and BBQ.	<p>Approx 140 members and their families attending. Debbie and Leona to purchase supplies for Easter picnic. 9kg sausages, 6 loaves bread, 1.5kg onions. Chocolate eggs as prizes for games. David Strazzari and Renee Saunders to coordinate games.</p> <p>Helen to do event page on facebook.</p>	Debbie Leona
First Aid Policies and Procedures	<p>Time prevented discussion for this item. It was agreed for Leona and Adam to communicate via email to create documents required and present at next meeting. All details to be finalised for use at the SC Tournament in May.</p>	Adam Leona
Agenda Items/General Business		
Distribution of funds for Soke Cup Members	<p>A letter has been sent to members asking them to advise what funding they would like help with for the Soke Cup. To date 15 members will be given assistance with uniforms and entry fees. 12 members will be accessing remaining funds for assistance with flights and accommodation. National funds may also be available for assistance with uniforms and entry fees and will be confirmed in June.</p> <p><i>Item pending for next meeting.</i></p>	Martin
Date of Next Meeting	Next Meeting 13th April at 9am at Sunshine Coast Karate, Maroochydore Dojo.	
Meeting Finished	10:40am	

_____ President ____/____/____