



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

Committee Meeting MINUTES

**Venue: Maroochydore Dojo, 2/14 Depot St, Maroochydore, Qld, 4558
13th April 2013.**

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

Apologies: Wendy Boman, Tracy Darin.

Meeting Opened: 9:10am

Item	Action	Who
Minutes of previous Meeting	The minutes of the last meeting were reviewed and accepted. Moved: Martin Phillips Seconded: Helen O'Grady	Helen O'Grady
Treasurer's Report	Financial Report for 13/02/12 to 12/03/13 Account Balance \$14,727.47 Liabilities: Soke Cup: \$6007.32 Tournament points champion \$350 Equipment: \$1000.00 (depreciation) Scholarship: \$1000.00 Available balance as of 12/03/13: \$6,617.68 Treasurer items pending <ul style="list-style-type: none"> • Audit pending • Accounting Software Programs 	Martin Phillips on behalf of Tracy Darin
Secretary's Report	March Minutes were uploaded to website.	Leona Ryan
Instructor's Report	Update on Bogu equipment. Head gear is still in progress.	Martin Phillips
Correspondence		
Correspondence In	QLD Govt. Associations Incorporation Form (pending).	Leona
Correspondence Out		
Business arising from previous Minutes		
Annual Scholarship	Recipient, Jodie Marriott, and instructor, Sandra Phillips arrived back from a successful Japan trip. Jodie to share experience through classes and various media platforms. Sensei Sandra has compiled a comprehensive folder of resources and information to be used as a guide for future scholarship recipients for preparation for their trip and to be used during their stay.	Jodie Martin

	Overall the scholarship initiative was successful and will continue annually. The same selection process will be held again next year. Dates to be confirmed later in the year.	
QLD Camp 2013	Confirmed date and venue for QLD Camp is Curramundi Active Recreation Centre on 26-28th April. Confirmed attendance number is 45. Members wishing to attend training with no accommodation or food provided will cost \$25. Special guest, Charlene Symonds, has been confirmed and flights have been confirmed and paid.	Martin
Grading Day BBQ	Next Grading Day will be 20th April. Debbie and Leona to organise, supplies to be purchased will depend on what's left over from Garage Sale fundraiser.	Debbie Leona
Committee Raffle	Letters requesting the return of any unsold tickets or the money from sold tickets was sent out to those members who have not returned their tickets or money from the raffle. A further invoice will be issued (in two weeks) to those who still do not return them.	Leona Debbie
Electronic scoreboards for tournaments	Software is still underway and hoping to be ready for May tournament. Martin will be selling the software license to any clubs or associations who also wish to use the program for \$500.	Martin
Tournament Update	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> Keith from Cafe2u has been confirmed to provide coffee and food from 8:30 to 2:00pm. Details and menu kept in secretary records. The committee will also run a sausage sizzle for the lunch break from 12:00 to 1:00pm. Approx numbers 120-150 TBC. Registration forms are available in dojo foyer.	Jodie
Soke Cup Funding Raising	Suggestion was made to have a LED moving sign with information about events during a tournament. Rod to follow up. Correspondence was sent to Maroochydore RSL and Bendigo Bank Buderim requesting donations.	Rod
Garage Sale	Garage Sale fundraiser date has been set for tomorrow, Sunday 14th April. All media has been organised, flyers have been distributed and road signs have been put up. Soke Cup team members must participate to benefit from the profits. A record will be kept of members hours of helping. Float has been organised. 10kg of sausages for BBQ has been ordered.	Rod Martin
Fight-a-thon	As per last meeting the suggestion of a fight-a-thon for individual team members as a fundraiser has been 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	Helen

	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.	
Distribution of funds	Approx funds available to members from fundraising so far is \$375 each. Garage sale to be added also. 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.	
First Aid Policies and Procedures	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.	Adam Leona
QLD Season Points Champion for 2013	QLD Season Champion from last year have been distributed. For this year the Season Champion will have bragging rights only.	
Agenda Items/General Business		
Fundraising BBQs outside of dojo and association events	Helen O'Grady and Jane Graham will organise fundraising BBQs at various locations on the Sunshine Coast to assist Soke Cup members. Funds will once again be distributed to those who help. Insurance will be covered by Sunshine Coast Karate.	Helen Jane
Newsletter	Leona to draft and print newsletter for distribution in early May. Main focus on advertising.	Leona
SMS Messaging	A suggestion was made to have an SMS messaging system for sending information to members about upcoming events from the dojo and the committee. SMS Messenger is a free download. Rod to follow up for next meeting.	Rod
Date of Next Meeting	Next Meeting 11th May at 9am at Sunshine Coast Karate, Maroochydore Dojo.	
Meeting Finished	10:30am	

President ___/___/___