



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

**COMMITTEE MEETING MINUTES**

*Date and Time: Saturday, June 3<sup>rd</sup>, 2023 at 9.00 am*

*Venue: Sunshine Coast Dojo*

**Meeting Opened:** 9.06am

**Attendance:** Brett M, Debra F, Sam H, Martin P

**Apologies:** Jo B, Shane S, Adam T

**1. Welcome – read the ICKFA (SC) objectives**

The objectives of the association are:

- a) To support, develop, protect, and advance the practice of Chito-Ryu Karate-Do throughout the Sunshine Coast region of South-East Queensland.
- b) To maintain the high standards as set by the Sohonbu (ICKF International Headquarters).
- c) To promote inter-dojo, inter-regional and international competition and to support contestants for these competitions.
- d) To support the strengthening of the community of members that make up the ICKFA (SC), including their immediate families.
- e) To advise and assist members wishing to train at ICKF dojos outside of the region or wishing to attend ICKF clinics or training camps outside of the region.
- f) To communicate with and assist members of the ICKF outside of the region during visits to the Sunshine Coast.

**2. Review of previous meeting minutes (April 22nd, 2023)**

The minutes of the last meeting were presented.

**Motion to accept the minutes. Moved by:** Martin P

**Seconded by:** Debra F

**3. Reports**

**a. President Report**

*Report attached (pg. 3)*

(Brett McRae)

**b. Treasurer Report**

*Report attached (pg. 4)*

(Acting Treasurer, Annie Gagnier)

**c. Instructor Report**

*NIL*

(Martin Phillips)

**4. Business arising from previous meeting:**

- a. Annual presentations board – Martin P to have sorted with tournament trophies.
- b. Soke Cup preparations/fundraising – Committee has agreed to run ½ page in the tournament program for 10,000 yen (approx. \$110), Martin P to submit design. Divisions have been confirmed other than team kumite.
- c. Winter Tournament preparations – specific job descriptions are clear, write up procedure sheet for each role. Sam H to prepare procedure sheets for canteen volunteers, marshals, and first aid.
- d. Purchase a defibrillator for the dojo – Debra F to enquire for funds through Council.

**5. Correspondence:**

- a. NIL

**6. General Business/New Business:**

- a. Budget – discussed in Treasurer’s report.
- b. Second hand mats – Brett to look at advertising mats for sale on Facebook and Gumtree.

Next meeting, **15<sup>th</sup> July 9.00am.**

**Meeting Closed:** 10.20am

**Signed by president:** \_\_\_\_\_

### **President's Report**

Karma Keg (donated by 10 Toes) has been organised to be used at Sneaky Baron, planned for Friday 16<sup>th</sup> June.

Can do raffles or fundraising during the night.

Vegetable and Meat was donated last tournament by Brett's supplier.

### Acting Treasurer's Report

- 1) Budget (see spreadsheet)- Total money to be allocated since the last meeting is \$4,434.18 which included \$911.10 from membership fees. \$1,620 collected so far from entries into the Winter Tournament will remain unallocated until after the tournament to allow for costs to be factored in.

As per allocation rules, 2 months @ \$340/mth were allocated to Soke's 2023 visit bringing the current balance to \$3,161.01. I have temporarily allocated the accommodation expense from Sensei Noonan's visit against this account until further advice from the committee.

2 months @ \$50/month were allocated towards the replacement of the mats bringing the balance to \$2,681.88.

\$120.00 was allocated to social events for a balance of \$370.80.

\$1914.18 was allocated to this year's Soke Cup which included:

- \$290 from the 100 Club fundraiser event
- \$113.00 collected from the Easter raffle
- \$447.50 donated by Brett from the meat tray raffle
- \$933.00 profit from the tournament entry fees (minus hall hire, trophies, Kihapp fee and misc purchases i.e pa system, sim card, square reader)
- \$123.36 profit from the canteen sales
- \$7.32 left over from membership fees/bank interests & fees as per allocation rules

The final payment for the Soke Cup team uniforms was made (\$987.50) along with the payment for the screen printing onto the uniforms (\$200).

The current balance for this year's Soke Cup sits at \$4,313.12.

A further \$158 profit made from canteen cash sales was retained as float for the next tournament and will not be counted towards the Soke Cup until after the tournament.

This brings us to a balance in the bank of \$13,519.62 (including \$1,620 of unallocated entry fees).

- 2) A request for Sensei Martin – Could you please create a new email address for the treasurer as the existing gmail account is inaccessible? The verification mobile phone number on record is unknown to me (maybe Viv's mobile phone?). Sam suggested to create treasurer@karatedo.org.au.

Thank you All. Let me know if you have any questions.