



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

**COMMITTEE MEETING MINUTES**

*Date and Time: Saturday, August 16<sup>th</sup>, 2025 at 9.00 am*

*Venue: Sunshine Coast Karate*

**Meeting Opened:** 9.03 am

**Attendance:** Brett M, Bailey K, Shane S, Flynn J, Sam H

**Apologies:** Jedda K, Annie G, Martin P

**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-dojō, 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 (June 7<sup>th</sup>, 2025)**

The minutes of the last meeting were presented.

**Motion to accept the minutes. Moved by:** Shane S

**Seconded by:** Bailey K

**3. Reports**

<b>a. President Report</b>	<i>Page 3</i>	(Brett McRae)
<b>b. Treasurer Report</b>	<i>Page 3</i>	(Annie Gagnier)
<b>c. Instructor Report</b>	<i>Page 3</i>	(Martin Phillips)

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

- a. Equipment purchases (bogu) – no new information available.
- b. Tournament preparation – Need to organise volunteers for set up, running tournament and pack up. Sam H unavailable to attend set up, but can provide 4G router for Internet. Brett M has volunteered use of his ute for transportation of mats. Don't have final numbers of participants until tomorrow. Brett M to organise getting Ice, lollies and organise food for volunteers. No food being offered at tournament.
- c. QLD Camp 2026 – no new information available.
- d. Insurance Policies – Association has Public Liability and Professional Indemnity insurance and will invoice SCK and CKC according to membership numbers.
- e. Budget – \$628.84 to be allocated from 2 months of membership fees.  
As per priorities, \$40 to replacement mats (we are 1 month away from our target), \$70 to defibrillator maintenance, \$60 to Soke Cup 2026 and the remainder to Dojo equipment for bogu purchases.  
The tournament entry fees so far are up to \$1320 and off that amount, we paid a deposit of \$449.05 for the trophies. Leaving these funds (balance of \$870.95) unallocated until we have received and paid all related invoices/fees post-tournament.  
Total cash at bank should be \$18,136.44. Actuals are at \$16,760.44 as the association paid \$1,376.00 for Public Liability and Professional Indemnity insurance for the two dojos. This amount will be invoiced to SCK and CKC following a pro rata rate according to membership.  
Annie plans on invoicing the dojos for insurance, preparing the financial statements for 2024-2025.

#### **5. Correspondence:**

- a. NIL

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

- a. Fundraising – Brett will enquire with 4WD Supa Centre at Home Central Birtinya for a similar BBQ setup as Bunnings. Now that association has insurance we can apply for Bunnings Caloundra BBQ.

Next meeting, October 11<sup>th</sup> 2025.

**Meeting Closed:** 09:34 am

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

**President's Report**

NIL

**Treasurer's Report**

NIL

**Instructor's Report**

NIL