AIRSOFT AUCKLAND

MINUTES

26th April 2007
Chair: Ski

Any Apologies: Ray

Committee No Apologies: Dean

Present: Ski, Kham, Andrew, Rich, Mark, Jono, James

Previous minutes:
Agreed as correct

1. New Secretary

Ski was voted in as the club secretary whilst Rich is happy to be a committee member.

2. Meeting protocols and documentation – Ski

Points of order for documentation and running of the cluib and future meetings.

a) There must be a minimum of four committee members present to vote and make decisions for and on behalf of the club at an official club meeting.
b) Any decisions for the club can only be made at minuted official meetings and not simply as a conversation on the field.
c) Extraordinary meetings can be arranged in order to make urgent decisions when required but MUST be minuted.
d) Agendas – Agendas will be prepared 1 week out from the next meeting and invites for topics will be made. The person who places the topic must come to the meeting to present that topic or have someone do it for them by proxy or it will be deferred. Also agendas will be fixed 24 hours out from the meeting and anything else from that point may be brought up in any other business.
There will be a number of set points on the agenda that must always be reported on. Those are highlighted in rest of the minutes below.
e) Minutes – Minutes will always be taken by the chair of the group. The chair of the group is not to be confused with the chairperson. It is simply the person who runs the meeting and is responsible for keeping the meeting to time and topic. The role of the chair changes from committee member to committee member with each meeting so all of the committee get a chance to run a meeting. A template for typing up the minutes is to be proofed by Ski and Kham will place the template into the Airsoft Auckland Site as a download for the chair to access in order to type up minutes. All minutes should be completed within 72 hours of the meeting.

Action Points: Ski to provide and proof minutes template
Kham to make available for download

All of the above points were **AGREED** by the members present.

2. Financial Accounts Status (Fixed Agenda Topic) – Ray

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Ray was not present to present the information.
In future the following must be reported on and minuted at every meeting.

a) Balance of account
b) Any expenditure for the month

Jono put forward that it would be good for thr club to have a second in case the treasurer leaves or cant make it to the meetings. This was **AGREED** and it was voted that the chairman Kham would adopt this role.

3. Membership Report and New Members (Fixed Agenda Topic) – Ray

As with the financial accounts Ray was not present to report this information.
In future the following must be reported on and minuted at every meeting.

a) Current number of full members, (a list must be maintained of full members)
b) New members fully completed forms will be presented at this point and if all is in order (if the form is not complete it cannot be presented) passed and forms then given to Kham who will activate the hidden threads for them and this is done ONLY after ratification.

The above points were **AGREED** by the members present.

4. Website Report/Forum Report (Fixed Agenda Topic) – Kham

This item will remain on the agenda until the website and forum have settled into their flow.
For the moment, the following must be reported on at every meeting.

a) Any new functionalities, links or images incorporated into the site.
b) Amount of forum registrations.
c) Information on where our hits are coming from in percentage form if possible.

The above points were **AGREED** by the members present.

5. Application form - Kham/Ski

The form was discussed by the members present and a number of decisions made

a) The optional extras that were to be included were scrapped
b) A club patch will be given as part of the membership package
c) TXT and telephone notification will be removed from the notify about games section
d) E-Mail address is to be added
e) Fee Paid box to be added
f) Ski **AGREED** to buff up the form and produce a working document asap.

The above points were **AGREED** by the members present.

The disclaimer was discussed and it was **AGREED** that **ALL** present would go away and analyse the disclaimer with 72 hours to put forward any changes they might request into the forum.

6. Club Name - ALL

After some discussion it was **AGREED** by all present that the name **Airsoft Auckland** is to be the name of the club.
The following were put forward.

a) ASAK
b) ASA

A vote was held regarding the acronym we would like to use and it was **AGREED** that **ASA** would be our new acronym.

7. Club slogan – Mark

Some discussion was held around the use of a slogan, the main reason for a slogan for the club is mainly for use in promotional materials.

No agreement was reached regarding a suitable one with the current proposal being:

'Airsoft – A Game Like No Other'

Ski suggested that those present go away and have a think about a more useful slogan and bring any suggestions to the next meeting. A decision **WILL** be made at the next meeting to use the slogan above or adopt a more suitable proposed slogan.

All **AGREED** on this course of action.

8. Club icon and patch – James

Several ideas were discussed but it was **AGREED** that we need more time. Ski suggested that members inundate James with ideas and James places as many of these ideas into graphical form as possible for the next meeting.
This was **AGREED** by all present.

A decision **WILL** be made at the next meeting.

9. Club banner for web page – Mark

It was **AGREED** that we will wait for the club patch and resulting icon so that a more appropriate banner can be produced. In the meantime we will use the one above.

10. Committee member report on how they can help the club succeed - ALL/Bart

The idea was put forward that those present may like to say what they can do for the club in order to help the club succeed The members present at the time of this discussion gave the following responses:

James – Image manipulation, graphics and marshalling
Mark – Photography, publicity, graphics and marshalling
Andrew – Look after the BB sales and marshalling
Rich – Marshalling and generally helping out wherever
Kham – Website/forum management, publicity, communications and marshalling
Ski – Club administration and whatever else he can do with any time he has

11. Images in the Forums – Mark

Mark indicated that he has many previous ASA images of those present and asked for permission to use them in publicity stills for the ASA club all present **AGREED**.

Mark
Kham
Ski
Jono
Andrew
Rich
James

Mark to check with other members for permission rights.

12. Loan Weapons – Kham

Some discussion was held regarding the hire and maintenance of club weapons.
It was eventually **AGREED** that the following would stand

a) The priority loan weapons would be loaned from TB
b) If these are not available then the eventual aim will be for the club to stock a supply of their own to loan out
c) Individual loans can be arranged but the repair and maintenance of that item rests with the weapon owner and any arrangements he can make with the individual who loaned the weapon
d) It was suggested by Ski that for the future as the club increases and the loans from TB dramatically increase there may some more provision for favours to ASA by TB such as a better percentage on loans per volume for example

13. Experience indicators – James

James put forward the notion that the club may want to provide some visual indicators of players experience in order to mainly assist the new players to come to experienced players. Also to give goal minded individuals something to aim for.
It was proposed by Ski that following this meeting those present should put forward their ideas of how they might see this working into a thread to be created by James. Then James is to collate those ideas present them to the next meeting for discussion.

14. Scope of site/organisation. airsoft.net.nz alternative – Kham

Kham re-iterated that there was no intent to close or even put pressure on to close the existing APA site and intent of the club will remain to co-exist alongside APA.
It was **AGREED** that ASA will not however have any online, web or any other cross linking to the APA sites for obvious reasons but would hope that the APA would actually do the opposite and provide a link to the legal club site.
It was also **AGREED** that especially for now ASA will concentrate on ASA and not the rest of NZ but would be happy to enter into discussions with other areas wanting to come on board with us on our forums/website.

15. Any other business – Any

Nothing was discussed at this point given the meeting ran over time.

16. Date, time and venue of next meeting – Ski

It was proposed by Ski that following the next meeting a decision is made on a regular monthly meeting date i.e first Monday in the months etc so that everyone is always aware of when the meeting will take place.

This was **AGREED** by all and the decision of this day to be made at the next meeting.

Next Meeting:

17th May at 1900

Venue:

Tennis and Squash Club
Penrhyn Road
Epsom