



ARCHERY VICTORIA

ANNUAL REPORT 2019





2019 BOARD REPORT

The purposes of Archery Victoria are laid out in the Constitution of the organisation. In September 2019 a special resolution was passed at a Special General Meeting to bring into effect the new Rules of Association of Archery Victoria (superseding the previous Constitution). In the 2018/2019FY however, the Archery Victoria Board worked towards the purposes in the Constitution which were applicable at the time. This report is presented by the Board in support of its work. Board Members during this reporting period were:

Guenter Licht
Deb Popov-Conroy
Deborah Jones
Robyn Mortimer
Irene Norman

There was one vacant position on the Board throughout this time.

The Archery Victoria Board commends this report to you.

Promotion of the growth of archery

(Promote the growth of archery by raising the profile of, and increasing the awareness of the benefits of recreational archery and its associated programs and to provide an avenue for health, fitness and wellbeing.)

Archery Victoria continued to upgrade and improve our website over the year and increased the awareness of our sport via social media. Archery Victoria thanks Alan Howell for his work in this area and for his continued support of Archery Victoria and Member Clubs.

The use of social media as a communications portal to the majority of AV members and the general public, has continued and increased over the year. It has been a vital tool in ensuring that members are kept up to date, the State Teams have a point of contact for information and support and other specific interest groups have an outlet.

Membership of Archery Victoria remained steady during this period. Analysis of the available data shows that we lose most of those who are leaving the sport in the first year and that those who stay beyond the three-year point generally remain for a significant period of time and some a lifetime. Further analysis has shown that those who remain in the sport in the long term are heavily weighted towards tournament archery and are active participants in tournaments and events.

The analysis which has been done to date gives us some good indicators on where our focus for growth will have the most impact. The 2020 Strategic Plan is focussed on Growth and this will be a major focus of the Board over the coming 4 years. In order to support this growth, however, the Archery Victoria Board will need to continue to focus on sound governance and supporting clubs to grow their capacity to deal with more members.

Promotion of fair play, safety and enjoyment

(Promote fair play, safety and enjoyment of archery through recognised codes of conduct.)

The State Team Selection Committee has continued with a further degree of transparency in selection of State Teams. The introduction of an online nomination system has helped in the selection process and has reduced the workload for the committee. It has also allowed athletes to follow the progress of themselves and others and given them targets to strive for throughout the selection period. The Board extends thanks to Marcus Annear for his work on the online nomination system. He has been generous with both his time and expertise and the Board is grateful. The Board also extends thanks

to the State Team Selection Committee for their hard work and dedication – thank you to Brendan Jones, Julian Howden and Guenter Licht.

A continuing focus on child safety, appropriate behaviour and fair play has occurred throughout the year. Whilst the majority of our community play within the rules there are always a few negatives to deal with. Archery Victoria and a number of Member Clubs have continued to deal with a series of complaints in relation to inappropriate behaviour of members. These issues have been time consuming and have incurred additional expenditure to our organisations. It has been necessary to bring on board independent investigators and advisors to deal with some of these issues. In addition to dealing with the actual complaints, the work on these issues has highlighted a number of deficiencies in policies and procedures which need to be improved both within Archery Victoria and Member Clubs. Policies and procedures which have looked sound on paper have sometimes not worked so well in reality and there is significant improvement which can be made in this area. Some of this work has been started with the changes in our new Rules of Association.

To this end Archery Victoria has now been successful in obtaining grant funding through Sport and Recreation Victoria to address governance issues relating to our new Rules of Association, address issues which have arisen from the member behaviour instances mentioned above and to put in place a robust and accurate reporting system which will be of benefit to Member Clubs, Archery Victoria and Archery Australia. Work on these issues will commence in early 2020. The funding also covers our Member Clubs and work with clubs will commence later in 2020 to review governance documentation and procedures and bring those into line with current best practice.

Included in the governance and practice reviews will be an assessment of Risk Management Plans within our Member Clubs to ensure that safety continues to be the highest priority within our sport.

Raising skill levels and performance of competitive archery

(Raise the skill level and performance of competitive archery through the improvement of the administration and the standard of coaching.)

Archery Victoria has been in the front line in relation to supporting and pushing for initiatives in relation to recognition of all the disciplines of Archery. With the greater focus (by World Archery and Archery Australia) on the barebow disciplines, Archery Victoria again led the way with selection of barebow teams to the National Indoor Championships. Although not yet recognised officially by Archery Australia it was great to see those members chosen in the honorary state team proudly wearing their State Team shirts.

Archery Victoria continues to support the Archery Australia Regional Development Program (AARDP) and has been working towards a State Pathways program which will support those seeking entry to the AARDP and higher pathways.

The continued support by Archery Victoria for the Grand Prix series of tournament and events, as well as the State Championships, is raising skill levels and performance levels for many of our competitive archers. With even more events in 2020 this growth will continue.

Development focus is now on our Coaches. With the introduction of the new Coaching Curriculum in January 2020, Archery Victoria will again be ramping up support to our existing coaches and training up new coaches under the new regime. With over 170 accredited coaches in the State we are in a better position than any other RGB to support our athletes.

During this year Archery Victoria has signed an agreement with Sports Community to host our Club Spot page. This page gives clubs access to administrative and leadership training to support club committees and volunteers. Some clubs are already actively using this service and feedback has been good. Archery Victoria will be renewing with Sports Community in 2020 and further developing the Club Spot page to better suit the needs of our volunteers within clubs.

In support of our volunteers, Archery Victoria has also been working on Volunteer Management guidelines and resources designed to assist clubs in recruiting, retaining and managing volunteers. A draft of this work is expected to be out in the 2019/20 FY and input will be sought from clubs.

With the introduction of Event Judges by Archery Australia (formerly QRE Officials), Archery Victoria has actively worked with clubs and individuals to make sure that the transition from QRE Officials to Event Judges has gone smoothly. It is pleasing to see new Event Judges coming on board as well. The next phase is to encourage some (or all) of these Event Judges to move over to National Judge Candidate status and then to National Judges. This will further strengthen our ability to support club, state and national events with trained and competent officials. Archery Victoria thanks Sheryn Licht for all her work as the State Officials Co-ordinator throughout the year.

Once again, the success of our endeavours in supporting our athletes to grow and flourish is reflected in their results. Our State Teams at both senior and youth levels have been very successful and have performed to a high standard. It is noted that we have not always been able to select a full team at some events and this will be an area for improvement in the next FY.

Our athletes have been strongly represented at both National and International events and have achieved some excellent results. With Victorian athletes being selected for World, Oceania and National events we are proud of all those who strive for excellence in our sport. Two athletes continue to be supported by the Victorian Institute of Sport (VIS) and Archery Victoria is grateful to the VIS for their ongoing commitment to archery in Victoria.

Encouraging the development of opportunities and programs for athletes of all abilities.

(Encourage the development of opportunities and programs aimed at improving access, equity and participation in all areas of archery.

Archery Victoria recognises that it is not just competitive tournament archery which needs support and assistance. Grassroots sport for those of all abilities is the foundation of work at higher levels and it is from the grassroots that those who wish to compete are drawn.

It was with great pleasure and pride that Archery Victoria once again supported those athletes who competed in the National Para Championships in 2019. These athletes wore their Victorian state uniforms with pride. It was fantastic to see a number of the other RGBs follow our lead this year and also issue their all abilities athletes with state apparel. It is hoped that Archery Australia will look to formally recognise state teams at this event in the future.

Although work on a State Facilities Plan was not able to be undertaken during this FY it will again be on the agenda for the next reporting period. This Plan is set to encompass a study to provide us with material to support our work with Local Government Authorities in relation to provision of archery facilities throughout Victoria which will in turn support our athletes, of all abilities, to succeed.

Fostering and coordinating efficient and effective administration

(Foster and coordinate efficient and effective administration in cooperation with the registered Member Archery Clubs.)

The Constitutional and Governance Review Working Group continued to work towards our new Rules of Association. This work has been completed and the new Rules came into effect in September 2019 (outside this reporting period). Rules of Association require continuous review, but this is a great start at future proofing our organisation. A huge thanks to Brendan Jones (Greater Hamilton Archers), Hazel Hockley (Waverley City Archers), Paul Bowen (Sherbrooke Archers), John Womersley (Geelong Archers), Irene Norman (Werribee Archery) and Margot Foster our straight-talking consultant on this review. The Working Group has been disbanded and arrangements for ongoing support of our Rules and governance are ongoing.

Again, this year a significant amount of volunteer time and energy plus member funds have been expended working through complaints, grievances and disputes between individual members, members and clubs and an individual and the association and its officials. These activities are both emotionally and physically exhausting for those involved and Archery Victoria, with the introduction of new Rules of Association is now in a position to put in place new policies and procedures to minimise the toll on all those involved.

The use of Board Mentors for clubs has continued throughout the year. This arrangement has been beneficial for a number of clubs – particularly those new clubs which rely on their mentor for support during their set up phase.

The introduction of our Club Spot page has assisted clubs and their volunteers to put in place more effective administration and improve leadership and management skills.

The role of Secretariat to the Archery Victoria Board continues with Peter Morey in this role. Archery Victoria also engages the services of a bookkeeping service to support the financial integrity of the organisation. Yarra Business Group was engaged to audit the financial accounts of Archery Victoria. Yarra Business Group will again be engaged in auditing the Archery Victoria accounts in 2020.

Representing member clubs

(Represent member clubs in all matters relating to Archery with external organisations.)

It has been an exhausting year for Archery Victoria in relation to representing and supporting member clubs who have continued to experience or commenced experiencing challenges in relation to their tenancy on their current grounds and other issues. Local Government Authorities (LGA) are under constant pressure in relation to land use and archery clubs – due to the often large amounts of land involved and the perceived risks of the sport – are often seen as primary targets by developers and others who propose alternative uses for our ranges and sporting areas. We currently have four clubs who are looking at the need to relocate or reformulate their club usage. One club in particular is under threat of having to fold due to a major road development project. The future of this club (with a long history in our sport) is still not decided.

On the positive side though, the intervention and support of Archery Victoria has assisted a number of clubs to put strong cases to landlords and Local Government which has seen upgrades in facilities and a better understanding of the needs of our athletes and our sport.

Archery Victoria is under considerable pressure from most LGAs to be able to provide strong statistical data in support of use of land and facilities by our clubs. We receive requests for data almost every month and this is an ongoing issue which needs support. The Foundation Funding from Sport and Recreation Victoria (mentioned earlier) is providing us with an opportunity to develop a strong and effective reporting regime which will provide solid data for this and other purposes. We will be seeking the support of all Clubs to continue providing data on areas such as participation in support of the work being done. Every club should already be providing monthly participation data to Archery Victoria but that is not always the case. We will be working with Clubs to rectify this and ensure we can support our current athletes and our future athletes with good facilities and great opportunities to participate.

It is with sadness that we saw one of our clubs close-down this year. Phillip Island Target Archers closed their doors on 30 June 2019. A special mention must be made of Peter Mariani who was the founder of the club and has been its President since it formed. Thank-you Peter, for your dedication to PITA and to our sport. We know we will continue to see you on the archery line for many years to come – albeit in a different club shirt.

Representing archery in the state of Victoria

Archery Victoria is actively involved with VICSPORT, the Victoria Institute of Sport, Sport and Recreation Victoria, Department of Health and Community Services, Victorian Olympic Committee, Local Government Authorities, Disability Sports Australia, Blind Sports Victoria, Veteran Sports Australia, RSL Active and many others. All of these relationships involve significant time and effort on behalf of Board Members with many hours of Board Members' time expended in support of these activities.

The relationship between Archery Victoria and Sports and Recreation Victoria is particularly strong. We have once again been successful in gaining grant funding to directly support our athletes and clubs. The four-year grant period for the Supporting Victorian Sport and Recreation program ended on 30 June 2019. This program is being replaced with the Together More Active program – also a four-year grant program. The notice of the changes to programs necessitated some very quick and thorough work to be undertaken by Archery Victoria to ensure that we would be considered under the new program. Many hours of work were involved in writing submissions and liaising with our Relationship Manager in Sport and Recreation Victoria. We have been successful in gaining support for the upcoming reporting period and beyond.

We have not been as successful in gaining direct funding for athletes participating in our National Championships. The program under which this travel and accommodation funding was previously provided has been under review and the competition for remaining funds has been fierce. With the review now complete and the program up and running again, we are hoping for greater success in the coming year. (Note: We were successful in gaining support for our State team for the National Youth Archery Championships but not for the National Para Championships or the National Championships – seniors. Archery Victoria continued to support state team athletes to the latter two events with state uniforms and reimbursement of entry fees.)

It is estimated that Board Members have spent in excess of 600 hours of volunteer time in representing our organisation to various authorities within the State and building relationships that ensure we remain visible and relevant to the various authorities.

In addition to the commitment of our Board Members, we must acknowledge the commitment of our State Officials. The time effort and commitment of Sheryn Licht as the State Officials Coordinator, Paul Gardener and Ros Greig as the State Badges Coordinators, Guenter Licht as the State Recorder (acting), Irene Norman as the State Coaching Coordinator and Amanda Barkway for her work with the AARDP are also much appreciated.

Athletes have been nominated throughout the year for a number of awards and recognition schemes sponsored by the State Government and Local Government Authorities. Congratulations to them all.

Our commitment to you

The Board of Archery Victoria is made up of volunteers who support you and your athletes and represent our sport to the Government and the community.

Over the course of the year, it is estimated that Board Members and Board Officials have invested approximately 5,200 hours of volunteer time to promote the sport of Archery in Victoria.

We will continue to do so. May our arrows fly straight and our passion continue to grow.



FINANCIAL REPORTS

The Financial Reports for Financial Year 2019 have been independently audited by Yarra Business Group. Bookkeeping services for the reporting period were provided to Archery Victoria by Top Class Accounts. The software used to maintain these accounts was Quickbooks On-line.

Archery Victoria

BALANCE SHEET

As of June 30, 2019

| | TOTAL | |
|---|----------------------|-------------------------|
| | AS OF JUN 30, 2019 | AS OF JUN 30, 2018 (PY) |
| Assets | | |
| Current Assets | | |
| Accounts receivable | | |
| Trade receivables | 34,931.08 | 41,505.00 |
| Total Accounts receivable | A\$34,931.08 | A\$41,505.00 |
| CBA Business Acct# 7031 | 109,575.79 | 40,012.19 |
| CBA Term Deposit #9828 | 266,933.75 | 262,078.48 |
| Accrued Income | 0.00 | -5.00 |
| CLUB LOANS | | |
| Loan - Angel Archers | 950.00 | 1,550.00 |
| Loan - PITA | 0.00 | 400.00 |
| Loan - Wangaratta | 4,700.00 | 6,950.00 |
| Loan -Greater Hamilton Archers | 1,150.00 | 1,500.00 |
| Loan ORION | 4,100.00 | 5,000.00 |
| Total CLUB LOANS | 10,900.00 | 15,400.00 |
| Total Current Assets | A\$422,340.62 | A\$358,990.67 |
| Total Assets | A\$422,340.62 | A\$358,990.67 |
| Liabilities and shareholder's equity | | |
| Current liabilities: | | |
| ATO Clearing Account | 8,750.00 | 4,439.00 |
| GST Liabilities Payable | -2,942.12 | 271.85 |
| Sundry creditors | 33.74 | 33.74 |
| Total current liabilities | A\$5,841.62 | A\$4,744.59 |
| Shareholders' equity: | | |
| Net Income | 62,252.92 | -43,135.10 |
| Retained Earnings | 354,246.08 | 397,381.18 |
| Total shareholders' equity | A\$416,499.00 | A\$354,246.08 |
| Total liabilities and equity | A\$422,340.62 | A\$358,990.67 |

Archery Victoria

PROFIT AND LOSS

July 2018 - June 2019

| | TOTAL | |
|---------------------------------------|----------------------|--------------------------|
| | JUL 2018 - JUN 2019 | JUL 2017 - JUN 2018 (PY) |
| Income | | |
| AV Badges Total | | |
| AV Badges & Awards Income | 1,969.57 | 396.14 |
| Less AV Badges Purchased | -902.54 | -228.86 |
| Total AV Badges Total | 1,067.03 | 167.28 |
| Grants | 51,500.00 | 31,500.00 |
| Grant - Website | | -2,787.06 |
| Grant Expenses - Consulting | -10,006.19 | -18,250.00 |
| Grants - Seed Funding | | -1,180.00 |
| State Pathways | | -51.45 |
| State Team Travel & Accom | -6,709.09 | -11,930.00 |
| Training Courses | -3,086.39 | -4,228.45 |
| Total Grants | 31,698.33 | -6,926.96 |
| Interest Received | | |
| CBA Term Deposit Int Rec'd | 4,855.27 | 6,242.82 |
| Total Interest Received | 4,855.27 | 6,242.82 |
| National Tournament Fees | | |
| Entry Fees | 2,590.91 | |
| Total National Tournament Fees | 2,590.91 | |
| Sales | | |
| AV Memberships Received | 17,952.18 | 42,324.71 |
| AV Online Memberships | 22,259.06 | |
| Total Sales | 40,211.24 | 42,324.71 |
| Service fees | 1,000.00 | |
| Timing Systems | 25,232.18 | 4,563.68 |
| Uncategorised Income | 5.00 | |
| Total Income | A\$106,659.96 | A\$46,371.53 |
| GROSS PROFIT | A\$106,659.96 | A\$46,371.53 |
| Other Income(Loss) | | |
| AA Memberships Received | 27,606.43 | 54,431.91 |
| Income from Sale of Badges | | 67.73 |
| Total Other Income(Loss) | A\$27,606.43 | A\$54,499.64 |
| Expenses | | |
| Accountancy fees | 2,599.97 | 2,325.27 |
| AGM Expenses | 912.82 | |
| Audit Fees | 1,200.00 | 1,200.00 |
| Bad debts written off | | 4.56 |
| Computer Expense | 56.46 | |
| Conference Fees | 193.69 | |
| Consultancy fees | 9,061.59 | 2,475.00 |
| Donations | | 2,000.00 |
| Event Catering & expenses | | 125.95 |
| Finance Charges | | |
| Bank Charges # 7031 | | 34.00 |
| Total Finance Charges | | 34.00 |

| | TOTAL | |
|---------------------------------------|---------------------|--------------------------|
| | JUL 2018 - JUN 2019 | JUL 2017 - JUN 2018 (PY) |
| Judges | | |
| Judges Reimbursements | 3,782.47 | 6,261.81 |
| Total Judges | 3,782.47 | 6,261.81 |
| Permits, licences, fees | | 56.90 |
| Postage | 301.96 | 512.02 |
| Printing and stationery | | 583.36 |
| Secretariat Expenses | 2,545.46 | 3,727.28 |
| Sponsorship | | |
| Sponsorship - Club | | 968.18 |
| Sponsorship - Elite | 1,000.00 | 2,000.00 |
| Sponsorship - NAC | 1,880.00 | 4,510.00 |
| Sponsorship - YNAC | 4,240.00 | 3,360.00 |
| Sponsorship Indoor State Team | 2,935.00 | 315.00 |
| Total Sponsorship | 10,055.00 | 11,153.18 |
| State Teams | | |
| State Team Expenses | 5,329.52 | 5,298.05 |
| State Teams - Uniforms | 6,954.60 | 8,266.65 |
| Total State Teams | 12,284.12 | 13,564.70 |
| Subscriptions | 829.37 | 997.57 |
| Timing Systems Expense | | 35,106.23 |
| Tournaments & Awards | | |
| Medals & Trophies | 254.55 | 1,313.74 |
| Tournament Events -State Medals | | 4,028.32 |
| Total Tournaments & Awards | 254.55 | 5,342.06 |
| Travelling expenses | | 181.82 |
| Website | 587.44 | |
| Total Expenses | A\$44,664.90 | A\$85,651.71 |
| Other Expenses | | |
| Archery Aust Membership Fees | 27,350.00 | 58,354.54 |
| BAS Roundoff Gain or Loss | -1.43 | 0.02 |
| Total Other Expenses | A\$27,348.57 | A\$58,354.56 |
| NET EARNINGS | A\$62,252.92 | A\$ -43,135.10 |

The Chairperson and Committee
Archery Victoria Incorporated
PO Box 288
YARRAVILLE VIC 3013

INDEPENDENT AUDIT REPORT

To the members of Archery Victoria Inc,

Scope

I have audited the attached special purpose financial report of Archery Victoria Incorporated for the year ended 30 June 2019, comprising of the Statement of Financial Performance and the Statement of Financial Position.

The members of the committee of management are responsible for the financial records and have determined that the accounting policies are consistent with the financial reporting requirements of the Constitution and are appropriate to meet the needs of the members. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members. I have conducted an independent audit of the financial report in order to express an opinion on it to the Chair and Committee.

I disclaim any assumption of responsibility for any reliance on this report to any person other than the members of Archery Victoria Incorporated or for any purpose other than that for which it was prepared.

I have conducted the audit in accordance with the Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement.

My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report. These procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the applicable Accounting Standards and other mandatory professional reporting requirements.

ABN 28 598 731 647

Shop 4, Edwards Arcade Altona, Vic 3018 Tel: 03 9398 2111 Fax: 03 9398 4511

Email: admin@ybgaltona.com.au

www.ybg.com.au

Liability limited by a scheme approved under Professional Standards Legislation

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, except for the exclusions in the Scope and Qualifications above, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements, the financial position of Archery Victoria Incorporated as at 30 June 2019 and the results of its performance for the year then ended.



Auditor: PETER NANOS FIPA

Date: 16th December 2019

Firm: Yarra Business Group Altona

Address: P.O. Box 83 Altona Vic 3018