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PETER MORTON ACADEMY OF JUDO JUJITSU KARATE

www.petermortonjijitsu.org.au

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 自修館
 柔術

Batemans Bay Branch Meeting Minutes Saturday, 29 January 2005

Attendees

Luke Baranowski	Simon Ison	Sean Noble	Zeb Roberts
Ann Benson	Amanda Noble	Rod Patrick	Mark Tobin

Apologies

Wayne Duke	Peter Fetterplace	Tracy Innes	Gary Keys
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Meeting opened at 16:35

PREVIOUS MEETING

Agenda item 1

Item No.	Item and Action Agreed	By Whom	By When
1	Minutes of previous meeting <ul style="list-style-type: none"> R Patrick gave a brief outline of a special meeting held in January 2005. A Noble read an outline from a previous meeting of 4 May 2003 on the positions of the Batemans Bay branch. 	Information	Information

THIS MEETING

Agenda items 2 - 12

Item No.	Item and Action Agreed	By Whom	By When
2	Branch positions nominated and filled <ul style="list-style-type: none"> Executive CI R Patrick Treasurer A Benson Chief Black Belt Secretary G Keys Assistant to Secretary A Noble Head Junior Instructors M Tobin & L Baranowski Head Senior Instructors S Noble & S Ison Gear Steward S Noble Publicity Officer Z Roberts 	Information	Information
3	Capping junior member numbers Discussion - calculations were made to keep the branch in operation. Decision - so that instructors do not have to deal with unmanageably high numbers of junior students being in one group, it was decided that the number would be capped at 50.	Discussion and decision	Information
4	Role book for instructors All instructors will have a roll book/ folder to mark off which junior students attend training. This will be a record for when a student can be graded. Copies of the syllabus will be issued to instructors for students.	All instructors	Ongoing

5	<p>Fees and membership No deductions for visiting members No one will be allowed to train until a membership form is completed and fees are paid. Junior students</p> <ul style="list-style-type: none"> • \$40 Membership per year • \$ 5 Per lesson (single member) • \$10 Per lesson (two or more family members) <p>Senior students</p> <ul style="list-style-type: none"> • \$60 Membership per year • \$ 7 Per lesson <p>Purple & dan belts</p> <ul style="list-style-type: none"> • \$50 Membership per year <p>If membership fees cannot be paid in full on the first night of training then a grace period of up to one month may be allowable if arrangements are made with R Patrick, A Noble or G Keys. Payment of membership fees will be:</p> <ul style="list-style-type: none"> • First week - notification • Second week - notification • Third week - notification of account due • Fourth week - balance must be paid in full unless other arrangements have been made with a nominated instructor. 	Information	Information
6	<p>Bank account Close the account with the National Australia Bank. Open an account with the ANZ Bank. The signatories on the ANZ account will be any two of the three nominated people to sign jointly: R Patrick, G Keys, A Benson</p>	Information	Information
7	<p>Mat cleaning This term a quick clean of the mats will be done in stages as access to the hall on weekends is difficult. During the next school holidays the mats will be thoroughly cleaned.</p>	Information	Information
8	<p>Gradings and forms R Patrick will be present at all gradings. All grading forms are to be given to A Noble or S Noble. A Benson will send grading forms and arrange payment to P Morton.</p>	R Patrick A Noble S Noble A Benson	Ongoing
9	<p>First aid certificate update A copy of instructor first aid certificates or the certificate number and expiry date is to be given to A Noble. A Noble will organise a certificate update reminder system to remind instructors three months before expiry so that their certification can be renewed.</p>	A Noble	Ongoing
10	<p>Workshop An offer by D Rowley & E Scharrer to conduct classes on striking of the nerve centres and brawl fighting was noted and declined with appreciation. Decision - individual black belts will be responsible for contacting D Rowley or E Scharrer directly if they wish to participate in these courses.</p>	Decision	Information
11	<p>Donations Money collected for the Salvation Army last term has been separated from the branch funds and it will be donated to the charity.</p>	A Benson	ASAP
12	<p>Branch meeting Sunday, 6 March 2005 The agenda will include:</p> <ul style="list-style-type: none"> • The Junior Seminar • The 20th birthday celebrations • Reassessing this meeting's decisions about the day-to-day running of the branch and that all is running smoothly. 	Information	Information

Meeting closed at 18:45