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**PETER MORTON ACADEMY OF  
JUDO JUJITSU KARATE**  
[www.petermortonjijitsu.org.au](http://www.petermortonjijitsu.org.au)

モートン流自修館柔術

**Executive Meeting  
Minutes - Saturday, 25 November 2006**

**Attendees**

D Burgemeister	G Maunder	D Rowley	M Tomasich	D Woods
G Darby	R Patrick	E Scharrer	D Tuckfield	
A Maconachie	D Ramsden	S Teys	P Wilson	

**Meeting held at the Radcliffe Dojo  
Meeting opened at 14:45**

- Meeting opened by S Teys

**Agenda**

- Marketing plan
- Business strategy
- Techniques DVD
- Increasing membership

Item No.	Item and Action Agreed	By Whom	By When
1	<p><b>Resignation of Chair</b> S Teys resigned as Chair due to personal commitments. Discussion: possible candidates to fill position. Nomination 1 by D Burgemeister – P Townsend. Nomination 2 by E Scharrer – C Owers. <b>Note:</b> After the closure of this meeting P Wilson offered to be Chair and D Woods offered to be Second Chair. The Principal of the Academy accepted both nominations.</p>	Executive	10 March 2007
2	<p><b>Marketing, business strategy and DVD</b> D Tuckfield volunteered to help with a marketing plan. Suggestions: • Bring a Friend night. • Formulate a plan using the talents of some of the Hughes branch members. The techniques DVD would most likely be started early in 2007.</p>	D Tuckfield  D Rowley E Scharrer	10 March 2007  Early 2007
3	<p><b>Department of Fair Trading</b> D Rowley informed that the Department of Fair Trading has requested that the Academy list its assets on the annual return to the department. Next financial year all branch assets have to be listed, this includes branch bank accounts and member-bought equipment.</p>	D Rowley	Within the next week

4	<p><b>Position of meeting Minutes Taker</b> Nomination – D Woods</p> <p>Nominated by – D Burgemeister</p> <p>Seconded by – meeting attendees</p>	Information	No further action
5	<p><b>Travel reimbursement</b> Proposal – P Wilson</p> <p>That interstate members of this committee be monetarily reimbursed for travel costs to attend meetings outside their hometown.</p> <p>Proposal seconded – M Tomasich.</p>	This committee	Ongoing
6	<p><b>Marketing plan</b> M Tomasich will send a copy of the Queensland Police and Citizens Youth Club's marketing plan to D Tuckfield as a starting point for a marketing plan for the Academy.</p>	M Tomasich D Tuckfield	10 March 2007
7	<p><b>Shodan grading</b> P Wilson mentioned that C Owers, as Grading Officer, commented that attackers hitting defenders in the two-man attack of the grading was not on and that there should be a more even match, for safety reasons, between attacker and defender.</p> <p>D Woods suggested that students grading sign in before the grading starts, supplying their name and weight. This will enable the Grading Officer to match defenders with suitable attackers.</p> <p>She added that the Principal could then explain the rules of grading.</p> <p>E Scharrer informed that explaining the rules is part of the Grading Officer's duties.</p> <p>D Woods inquired if Sarah Luck, who did not pass the boxing section because she did not get a submission, could re-grade at the next senior grading.</p> <p>The Principal of the Academy, D Rowley, informed that she could not as it was in the rules that a re-grade would take place three months after a grading and she would have to wait, in this case, until February 2007 to re-grade.</p> <p>R Patrick opened for discussion the possibility of lowering the Shodan grading age to seventeen or even lower as his branch has some young students coming up the ranks and he would like them to grade to Shodan before they leave high school.</p> <p>Decision: the Principal will consider this request but for the moment the age stays at eighteen to grade to Shodan.</p>	Information	Ongoing

**Meeting closed at 15:35**