



# EBFC General Meeting Minutes

**Date:** Thursday 29<sup>th</sup> January 2026

**Time:** 6.35pm

**Location:** Emerald Boxing & Fitness Club, 95 Esmond Street, Emerald

**Chair:** Cherie Reeves

**Minute Secretary:** Cherie Reeves

Present –Alan Dobson, Melissa Dobson, Stan Hamilton, Teale Hamilton, Emma Harling, Clare Beck and Cherie Reeves.

## 1. Minutes of Previous Meeting 28/10/2025

Motion: *That the minutes of the previous meeting be accepted as a true and correct record.*

Moved: Cherie Reeves

Seconded: Melissa Dobson

All in favour. **Carried**/~~Not Carried~~

## 2. Business Arising from the Previous Meeting

- Lease – now signed for a period of three years. No invoice for rent has been received as yet.
- Flynn Volunteer Grant – all items have now arrived
- What's On In Emerald Expo – indoor spot arranged, and Emma will be going along to man the stall.

## 3. Correspondence

### Inwards

**28/10/2025** Email from Performance Potential, responding to website enquiry regarding mindset coaching

**29/10/2025** Email from Matai sports, responding to merchandise enquiry.

**31/10/2025** Email from Struddy's, responding to merchandise enquiry.



# EBFC General Meeting Minutes

**07/11/2025** Email from Sport & Rec, regarding Recovery Grants

**10/11/2025** Email from EVO Sportswear, responding to merchandise enquiry

**12/11/2025** Email from Heather McGaun (CHRC), regarding Australia Day Award nomination

**20/11/2025** Website enquiry email from Beatriz regarding beginning boxing.

**20/11/2025** Website enquiry email from Elle Roberts regarding beginning boxing.

**23/11/2025** Email from Emerald Show Society, reminder about What's On In Emerald Expo

**15/12/2025** Email from Sport & Rec, regarding launch of Sport Hub Qld online portal

**16/12/2025** Email from LawDepot, regarding online document creation for commercial lease agreement

**17/12/2025** Email from Sport & Rec, regarding update to Child Safe Organisations Act

**18/11/2025** Email from Heather McGaun (CHRC), regarding Australia Day Award nomination

**18/11/2025** Email from CHRC Events, regarding Australia Day Award nomination

**19/12/2025** Email from Sport & Rec, regarding 2026 DISA Forum

**16/01/2026** Email from Hayden Moorhouse, Gallagher Insurance, regarding Public Liability query

**16/01/2026** Email from (AJG) Gallagher Insurance, regarding Public Liability policy up for renewal shortly

**19/01/2026** Email from Sport & Rec, regarding Disaster Recovery Program

**20/01/2026** Email from Emerald Show Society, reminder about What's On In Emerald Expo

**21/01/2026** Email from Hayden Moorhouse, Gallagher Insurance, quote for Public Liability Insurance

**22/01/2026** Email from Heather McGaun (CHRC), reminder about Australia Day Awards Ceremony



# EBFC General Meeting Minutes

## Outwards

**28/10/2025** Email to Emerald Show Society, regarding changing the noticeboard spot to an indoor site for the What's On In Emerald Expo

**10/11/2025** Email to Heather McGaun (CHRC), regarding additional information for the Australia Day Award nomination

**11/11/2025** Email to Sophie Mossman (CQ Today), photos from Showtime Sentinel Showdown

**20/11/2025** Email to Beatriz - responding to website enquiry regarding sessions and membership

**20/11/2025** Email to Elle Roberts - responding to website enquiry regarding sessions and membership

**29/11/2025** Email to Liam Emerton (CQ Today), photos and article about Club Awards

**17/12/2025** Email to Heather McGaun (CHRC), regarding additional information for the Australia Day Award nominations

**19/12/2025** Email to EVO Sportswear, responding to check-in email regarding proposed merchandise order

**16/01/2026** Email to Hayden Moorhouse, Gallagher Insurance, regarding Public Liability Insurance

Motion that the incoming correspondence to accepted and the outgoing correspondence be approved.

Motion: *That the incoming correspondence be accepted, and the outgoing correspondence be approved.*

Moved: Teale Hamilton

Seconded: Melissa Dobson

All in favour. **Carried**/~~Not Carried~~

## **4.** Business arising from Correspondence

- Performance Potential - mindset coaching. Discussion around what delivery might suit our members best (potentially in-person, although this seems difficult to arrange outside of



# EBFC General Meeting Minutes

the metropolitan area) Action: Cherie to follow up with Performance Potential and report back with more details about the programmes they offer and cost.

- Australia Day Awards – Coalfields Championships shared the win for Community Event of the Year. Five of the six boxers nominated as Junior Sportsperson of the Year attended the ceremony, but were unfortunately unsuccessful in that category.

## 5. Management Decisions made between Meetings

- Using LawDepot to create commercial lease document

Motion: *That the Management decisions between meetings be ratified.*

Moved: Stan Hamilton

Seconded: Teale Hamilton

All in favour. **Carried/Not-Carried**

6. President's Report – none presented, however President Stan congratulated everyone on the Australia Day Award 👍

7. Financial Report – none presented as the books are with the Auditor in preparation for next month's AGM. Currently there is approximately \$ 55,000 in the bank.

8. New Memberships – not applicable

## 9. Special Business

- Discussion: Affiliation with a national body. Alan led the discussion explaining the pros and cons of affiliation with the three bodies (Boxing Queensland, Australian Amateur Boxing League and Australian Boxing Council). Discussion followed, considering opportunities for our competitive boxers (including younger and newer boxers), the difference in insurance premium, the organizational structure of the bodies and the way they manage events and nominations, safety/medical considerations, and the impact it would have on our scheduled tournament and future tournaments. Decided to commit to a year and revisit the decision later in the year for next year's registration.

Motion: *That the Emerald Boxing & Fitness Club affiliate with Australian Amateur Boxing League for 2026.*



# EBFC General Meeting Minutes

Moved: Alan Dobson

Seconded: Stan Hamilton

All in favour. **Carried**/~~Not Carried~~

- Discussion: New Child Safe Organisations Act requirements for clubs.

After reading through the guidelines and completing the self-assessment tool Cherie identified the following to be compliant:

1. EBFC should publish a Commitment to children's safety and wellbeing, adopt a Child Safety and Wellbeing Policy, a Child Safe Code of Conduct, Child Safe Complaints Handling Policy and a Child Safe Risk Management Plan.
2. Add *Child Safeguarding* as a standard agenda item for General Meetings.
3. Adults involved with coaching and/or Committee should agree to sign the Code of Conduct once it is adopted.
4. Update Blue Card Register to link all involved adults, and assist those without Blue Cards to obtain them.
5. Adults involved with coaching and/or Committee should engage in Child Safety training in such a way that documentation of completion can be recorded.
6. Resources should be created for the website, noticeboard at the shed and social media for awareness of our commitment and what our new policies contain.

Action: Cherie to send drafts of the abovementioned documents for perusal prior to next month's meeting, follow up on the previous enquiry with Child Safe regarding organisational training to find out what delivery options are available, create and publish the abovementioned resources once new policies have been adopted.

## 10. General Business

- Merchandise order – go ahead with the design selected last year

Action: Cherie and Melissa to place order



# EBFC General Meeting Minutes

- Wish List – Teale enquired about fans. Discussion followed. Perhaps look into ceiling fans.
- Maintenance around the shed. Thank you Stan for getting the water cooler working and getting the new fridge going.
- 2026 Coalfields Championships – As the only available date on the League calendar is at the end of October and an indoor venue would be preferable due to the weather Alan and Stan visited the PCYC as a potential venue and gave their recommendations. Meeting agreed that if we decide to go ahead with a 2026 event we should tentatively book the PCYC.  
Action: Alan to follow up with PCYC
- Junior Assistant Coaches – Teale queried whether we could instigate a programme where regular contributors are rewarded/remunerated for their work and commitment. Discussion followed. Item added to the agenda for the next meeting.

**Next meeting:** Tuesday 24<sup>th</sup> February 2026 to follow AGM

Meeting closed at 7.45pm