



# EBFC General Meeting Minutes

**Date:** Tuesday 25<sup>th</sup> February 2025

**Time:** 7.00pm

**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, Jess Scott, Emma Harling and Cherie Reeves.

## 1. Minutes of Previous Meeting 29/10/2024

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

- Website update – meeting agreed that the site looks good
- Active Clubs Grant – equipment purchased - resolved
- Sponsorship – Lunar Mining and Stadium Fitness – club agreed not to seek general club sponsorship for 2025 in lieu of seeking corporate partners for the Coalfields Championships Fight Night
- Lease – Alan advised that there is nothing new to report
- Girls only classes/programme (PCYC endorsed) – Jess to follow up
- First Nations Grant – Action: Melissa and Cherie to look at funds already spent and see what's left to spend before 30<sup>th</sup> June
- Upcoming Grants – Flynn Volunteer Grants applied for. CHRC Sports Grant application sent to David McMahon (Sports Grants Qld) – still no lease, so ineligible for this grant.
- Central Queensland Awards Night – no feedback



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## 3. Correspondence

### Inwards

**29/11/2024** Email from Sport and Rec – invitation to ClubIQ Lunchbox webinar about running an AGM.

**05/12/2024** Website enquiry from Nathan Parsons – how to make a payment.

**08/12/2024** Website enquiry from Corey Carpenter – training

**11/12/2024** Website enquiry from Melanie McPheat – following up on doctor's clearance for James McPheat (1<sup>st</sup> November)

**11/12/2024** Website enquiry from Emma Rach – new membership enquiry (7<sup>th</sup> December)

**12/12/2024** Email from Microsoft Support – online assistance to reset sign-ins

**14/12/2024** Website enquiry from Sal – new membership enquiry

**09/01/2025** Email from David Crozier – responding to an enquiry about sound and music for the Fight Night

**09/01/2025** Email from Sport and Rec – invitation to Annual Diversity & Inclusion in Sport Forum

**11/01/2025** Email from Boxing Queensland (via Alan Dobson) – re-registration of club for 2025

**16/01/2025** Email from Jodie Kceley (Red Shed) – responding to a price query for Milwaukee equipment for the Volunteer Grant

**16/01/2025** Nominations for Management positions for AGM

**17/01/2025** Email from Colin Boyce MP Member for Flynn – acknowledgement of receipt of Expression of Interest for the Volunteer Grant

**17/01/2025** Emails from Jotform regarding the setting up of an account for online forms

**23/01/2025** Email from Michelle Comiskey (Regional Insurance Brokers) regarding the Public Liability Insurance renewal – form completed, quote for \$3175.00

**29/01/2025** Email from Sport and Rec – invitation to ClubIQ Lunchbox webinar about strategic planning



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- 30/01/2025** Email from Emerald Show Society confirming booking for Expo – noticeboard space and inclusion in online directory
- 03/02/2025** Email from Emerald Jockey Club confirming the venue booking for the Coalfields Championships 21/06/2025
- 04/02/2025** Email from Tatiana Litznow – membership enquiry - answered
- 06/02/2025** Email from Theresa Stone – membership enquiry - answered
- 08/02/2025** Email from Trophy Smack responding to online enquiry about championship belts
- 10/02/2025** Email from Colin Boyce MP Member for Flynn – advising that our Expression of Interest for the Volunteer Grant has been shortlisted – we will be notified in March if we are successful.
- 10/02/2025** Email from Daan MMA responding to online enquiry about customized boxing ring canvas - \$1500 black with club logo and freight with DHL for \$200
- 11/02/2025** Email from Gallagher responding to an online enquiry regarding Public Liability Insurance
- 13/02/2025** Email from Sport and Rec – invitation to lodge a submission regarding the Inquiry into Volunteering in Queensland
- 11/02/2025** Email from Hayden Moorhouse (Gallagher Insurance) quote for Public Liability Insurance - \$ 820.00

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

Moved: Melissa Dobson

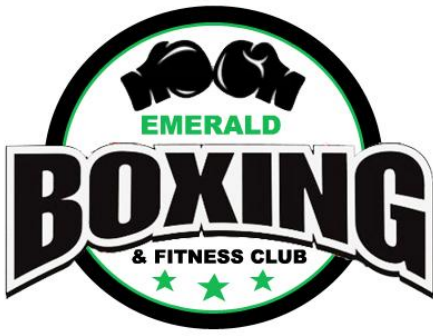
Seconded: Teale Hamilton

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

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

- Public Liability Insurance

Motion: *That the club's Public Liability Insurance be obtained through Gallagher.*



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Moved: Teale Hamilton  
Melissa Dobson

Seconded:

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

Action: Cherie to accept quote and request invoice

## 5. Management Decisions made between Meetings

- Booking of accommodation in Rockhampton for members attending the Development Camp
- Re-registration of club with Boxing Queensland
- Re-registration of fighters with Boxing Queensland
- Setting up of online forms integrated with the website and Square payments – Jotform membership
- Registering for a noticeboard spot at the What's On In Emerald Expo (22<sup>nd</sup> March) and inclusion in the online directory
- Travel and accommodation for members attending sparring in Dalby in the lead up to the Novice Titles
- Letter of appointment to Gallagher Insurance for Public Liability Insurance
- Booking of accommodation in Brisbane for members attending the Novice Titles

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

Moved: Teale Hamilton  
Seconded: Emma Harling

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

## 6. President's Report – none presented

## 7. Financial Report



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Profit and Loss tabled.

\$40 968.99

Emerald Boxing and Fitness Club Inc  
Profit and Loss  
January - December 2025

	TOTAL
Income	
Membership	0.00
Financial Membership	3.00
Registration Fee	1,494.27
Term Fees	2,313.09
<b>Total Membership</b>	<b>3,810.36</b>
Merchandise Income	0.00
T-Shirts Income	49.20
<b>Total Merchandise Income</b>	<b>49.20</b>
<b>Total Income</b>	<b>A\$3,859.56</b>
<b>GROSS PROFIT</b>	<b>A\$3,859.56</b>
Expenses	
Accommodation	3,012.80
Accounting and bookkeeping	908.00
Advertising and marketing	10.25
Fuel & oils	233.43
Nomination Fees	355.10
Registration and insurance	366.95
Subscriptions	415.29
<b>Total Expenses</b>	<b>A\$5,301.82</b>
<b>NET EARNINGS</b>	<b>A\$ -1,442.26</b>

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- Hayden Murray invoice – as nothing has been received the meeting agreed to close this matter
- Square payment terminal has arrived and operational

Motion: *That the financial report be accepted.*

Moved: Melissa Dobson

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

## 8. New Memberships

- Mitch Wyatte
- Chad English
- Jimmy McConachy
- Nathan Parsons
- Mackenzi Heumiller
- Elijah Butler
- Annie-May O'Sullivan
- Henry O'Sullivan
- Emily Kilgour

## 9. General Business

- Alan informed the meeting that Mark Evans will be in Emerald later in the year and asked how the club feels about having him park his caravan at the shed. Mark may be available for coaching support. The meeting has no concerns with this arrangement.
- 2025 Budget and calendar – club intends to attend all BQ events in the Central and Western areas of the state to support smaller, more isolated clubs. A more detailed budget for the year will be presented once decisions are made regarding the Coalfields Championships Fight Night
- Smart Fitness enquired about doing some kind of training swap – Alan to facilitate a daytime class for a Smart Fitness group focusing



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on bag work, and the Advanced group will attend a Spin class at the gym. Dates to be decided by Smart Fitness.

- Petty Cash Procedure and Travel Policy had a review date of 20 February 2025. Discussion – no concerns – the meeting agreed that further review is unnecessary and that a new review date of 12 months' time could be set.

Motion: *That the Petty Cash Procedure and Travel Policy have a new review date of 25 February 2026*

Moved: Cherie Reeves

Seconded: Stan Hamilton

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

- New boxing ring canvas with club logo – Discussion regarding the colour. Action: Cherie to order.
- 2025 EBFC Coalfields Championships Fight Night – discussion

Motion: *That the club borrow the Boxing Queensland boxing ring for the event.*

Moved:

Stan Hamilton

Seconded: Alan

Dobson

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

Informal meeting to discuss plans and preparations for the Coalfields Championships to be held on Sunday 2<sup>nd</sup> March at 3.00pm at 26 Little Farm Road.

**Next meeting:** Tuesday 25<sup>th</sup> March 2025 6.30pm

Meeting closed at 7.50pm