



# EBFC General Meeting Minutes

**Date:** Tuesday 28<sup>th</sup> October 2025

**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, Emma Harling and Cherie Reeves.  
Apologies - Teale Hamilton

## 1. Minutes of Previous Meeting 24/06/2025

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 – no further information to hand
- Flynn Volunteer Grant – items purchased – Alan and Melissa to follow up whether all items have been supplied as per application

## 3. Correspondence

### Inwards

**25/06/2025** Website enquiry from Reinette – class and fee inquiry

**25/06/2025** Email from Richard Anau, Sport and Rec – reminder about acquittal for First Nations Grant due 31/07/25

**09/07/2025** Email from Colin Boyce – New Grant Opportunity - Connectivity

**29/03/2025** Email from James Savelberg, Emerald Shopping Centres – business advertising initiative

**05/08/2025** Email from James Savelberg, Emerald Shopping Centres – business advertising initiative reminder

**05/08/2025** Website enquiry from Kate Davies – Play On! Voucher enquiry



# EBFC General Meeting Minutes

**08/08/2025** Email from Colin Boyce's office – update on Volunteer Grant

**12/08/2025** Email from [offers@communitygrants.gov.au](mailto:offers@communitygrants.gov.au) – Volunteer Grant approval letter

**25/08/2025** Email from Richard Anau, Sport & Rec – acknowledgement of received acquittal documents

**25/08/2025** Email from Kathryn Lynam, Align Strength & Wellness – Get Moving Emerald showcase invitation

**27/08/2025** Email from Emerald Show Society – 2026 What's On In Emerald Expo announcement

**16/09/2025** Email from Alexandra Brady, Sport & Rec – invoice to refund grant money

**26/09/2025** Email from Sport & Rec – Notification of the new Child Safe Standards – compliance from 1 April 2026

**14/10/2025** Email from Jotform – Confirmation of CHRC Australia Day Nomination received

**23/10/2025** Website enquiry from Kurt Hodges – class enquiry

**27/10/2025** Email from Trybooking – confirmation of Noticeboard spot for What's On In Emerald Expo

**27/10/2025** Email from Emerald Show Society – update regarding What's On in Emerald Expo booking

## Outwards

**25/06/2025** Email to Reinette - responding to website enquiry regarding sessions and membership

**12/07/2025** Email to Nicole Lobegeiger, Colin Boyce's office – query regarding Volunteer Grant

**05/08/2025** Email to Kate Davies – responding to website enquiry regarding Play On! vouchers

**26/08/2025** Email to Liam Emerton CQ Today – information for newspaper article

**28/08/2025** Email to Kathryn Lynam – responding to her email regarding the Get Moving Emerald showcase

**16/09/2025** Email to Liam Emerton CQ Today – information for newspaper article

**13/10/2025** Email to CQ Today – information for newspaper article

**20/10/2025** Email to CQ Today – information for newspaper article

**25/10/2025** Email to Kurt Hodges – responding to website enquiry regarding classes



# EBFC General Meeting Minutes

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

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

Moved: Melissa Dobson

Seconded: Alan Dobson

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

## 4. Business arising from Correspondence

- New Child Safe Standards – discussion

Action: Cherie to look into Self-Assessment Tool and update documents for presentation at next meeting.

- What's On In Emerald Expo – Emma volunteered to man a stall instead of just the noticeboard spot.

Action: Cherie to contact Emerald Show Society and change booking.

## 5. Management Decisions made between Meetings

- Noticeboard spot at What's On In Emerald Expo – January 2026
- Flights for boxers going to First Nations Championships

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

Moved: Melissa Dobson

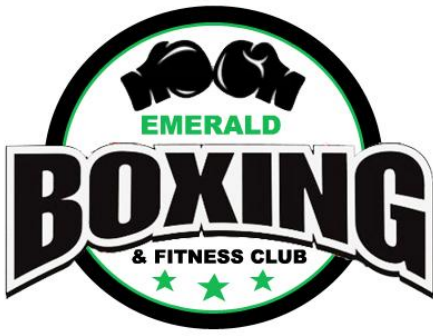
Seconded: Stan Hamilton

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

## 6. President's Report – none presented 👍

## 7. Financial Report

Profit and Loss tabled.



# EBFC General Meeting Minutes

**\$61,255.67.**

## Statement of Activity

Emerald Boxing and Fitness Club Inc  
January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Accommodation Reimbursement	840.00
Coalfields Championships Income	
Admission Income	14,196.10
Bar Sales Income	7,070.00
Canteen Income	6,799.20
Stubby Cooler Income	160.00
<b>Total for Coalfields Championships Income</b>	<b>A\$28,225.30</b>
Grants	3,909.00
Membership	
Financial Membership	65.00
Registration Fee	3,147.06
Term Fees	11,231.53
<b>Total for Membership</b>	<b>A\$14,443.59</b>
Merchandise Income	
Hoodies Income	680.00
Mouth Guard Income	15.00
Polos Income	830.00
Shorts Income	70.00
Singlets Income	90.00
T-Shirts Income	188.40
<b>Total for Merchandise Income</b>	<b>A\$1,873.40</b>
Sponsorship Income	30,300.00
<b>Total for Income</b>	<b>A\$79,591.29</b>
Cost of Sales	
<b>Gross Profit</b>	<b>A\$79,591.29</b>
Other Income	
Expenses	
Accommodation	7,497.42
Accounting and bookkeeping	2,705.10
Advertising and marketing	2,122.53
Bank charges and fees	6.27
Fuel & oils	627.30
Gas and electricity	340.43
Gifts and donations	1,889.70
Insurance	820.00
Meals and entertainment	A\$3,674.04
Canteen Food	4,059.18
<b>Total for Meals and entertainment</b>	<b>A\$7,733.22</b>
Member Medical Expenses	2,795.80



# EBFC General Meeting Minutes

Statement of Activity	
Emerald Boxing and Fitness Club Inc	
January-December, 2025	
DISTRIBUTION ACCOUNT	TOTAL
Merchandise Expense	
Belt Expense	4,500.00
Polo Shirts Expense	6,400.00
Stubble Cooler Expense	1,020.00
<b>Total for Merchandise Expense</b>	<b>A\$11,920.00</b>
Nomination Fees	355.10
Registration and insurance	1,308.20
Repairs and maintenance	301.14
Subscriptions	415.29
Supplies and materials	438.39
Travel expenses	8,319.62
<b>Total for Expenses</b>	<b>A\$49,595.51</b>
Other Expenses	
Net earnings	<b>A\$29,995.78</b>

## 8. New Memberships

- Sonny Mihill
- JP Van Schalkwyk
- Jandre Van Schalkwyk
- James Crowther
- Joseph Marshall
- Jordan McInerney
- Crissa Bhel Ponggo

## 9. General Business

- End of Year – date for last “class” and Break Up and Awards afternoon at the Pool – Thursday 27<sup>th</sup> November 4.15pm – Club will cover entry for everyone (including parents and siblings) and order pizza. No need to refund term fees. Anyone who joins from now will have term fees waived, although club membership (\$60) must still be paid.
- Merchandise order – new design for 2026 to include 2025 Coalfields Championships major sponsors. Order same items as original order (polos,





# EBFC General Meeting Minutes

tees, singlets and shorts) and possibly adjust quantities.

Action: Cherie to contact Matai Sports

- Equipment order – 10oz gloves, headgear, skipping ropes, mouthguards

Action: Alan to order

- Maintenance around the shed. Discussed keeping a log/board as a reminder so that things can be actioned. Electrician required to install lights in storeroom and power points in locker room, toilet doors require repair, and toilet cleaning roster could be implemented.

- 2026 Fees – meeting decided that fees will remain the same in 2026

- Sports Psychology/Mindset training – discussion around looking into accessing either workshops for boxers and/or coaches and parents.

Action: Cherie to contact companies and enquire about programmes.

- 2026 Coalfields Championships – BQ calendar now open. Meeting agreed to put forward Saturday 20<sup>th</sup> June 2026 for approval

- Travel Policy – Teale suggested that we create a list of documentation required for club travel (particularly with the younger boxers) to ensure that we have proof of identification for air travel. Policy is due for review in February – action at time of review.

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

Meeting closed at 7.35pm