

**Management Meeting to be held in the QRPF Fed shed
at 7.30 pm on 7 March 2016**

Queensland Racing Pigeon Federation Inc.

1. President's opening remarks

The President opened the meeting at 7.15 PM and welcomed everyone to the committee meeting.

Present: W Reese, B Snyman, M Reynolds, R Spragg, S Johnson, H Graham, C Porter, R Walker, J Tronc, B. Mair & J Profke

2. Apologies

Nil

3. Minutes of the previous meeting

Minutes from the management committee meeting held on 1 February 2016 was read by the President. Moved and accepted as true by H Graham, Seconded by R Spragg. **Carried**

4. Inward Correspondence

Rego renewal old truck (General business)
Mick Reynolds letter to Bendigo Bank (see general business)

Application for membership

S+K+J+H Janssen **IRPA** – application for membership. **Accepted**
W & S Palmblad **IRPA** – application for membership. **Accepted**
G Manning **CHPC** – application for membership. **Accepted**
D Thomas **CHPC** – application for membership. **Accepted**

5. Outward Correspondence

Mick Reynolds letter to Bendigo Bank (see general business)
Emailed minutes of the Management Committee meeting held 1 February 2016 & 26 February AGM minutes to members and clubs.

Moved to accept Correspondence by M Reynolds, Seconded by S Johnson. **Carried**

6. Treasurer's report

The financial statement was presented by M Reynolds for March 2016. The account balance is \$ 38,040.32
Moved to be accepted by M Reynolds Second by S Johnson. **Carried**

7. Business arising from the minutes

7.1 2016 new transporter

The wiring required is for the ventilation fans, lights, trailer brakes, tow bar system, Clearance lights and the UHF were all done on a working bee arranged by the secretary on the 5 March. The truck will now be taken for road worthy. The Secretary would like to thank all that turned up to assist with the wiring and clean-up of the Fed shed. We also would like to thank Maurice the auto electrician for assisting us and at a very reasonable price. We also need to order QRPF stickers to be posted on each door of truck and trailer. The Battery system needs to be completed only once new battery have been purchased for truck which controls the ventilation on the truck. The Trailer should be finished by March 2016.

8. General business

8.1. Mick Reynolds' letter to Bendigo Bank

Mick has received a letter from Bendigo bank explaining the reason for the low payment on the term deposit.

8.2. Life Rings

The secretary has received quotes for life rings from various company's. It was also discussed that the QRPF should purchase Icon rings for members with electronic clocks. The Management committee discussed at depth and it was decided to purchase rings from Deil Electronics BV 4A Beemdstraat Holland 4158. The order will be 10 000 normal life rings and 2 000 Icon life rings. The representatives were also asked if they would require any additional rubbers, clock roll and ink lint for clocks to please inform the secretary before the order was placed. The secretary will proceed with the order and try receiving the life rings by date set in the year book 1 May 2016.

8.3. New GPS

The management committee have discussed the purchase of a new GPS to obtain coordinates at members loft and at the race point. H Graham has done the research last year as requested by management committee and supplied documentation to the QRPF secretary. The management committee have all agreed that the old GPS has served its purpose and it time to update to better technology and purchase a new GPS.

8.4. Ring Secretary Telephone

Due to the high costs of the ring secretary telephone which is approximately \$1800 a year a cheaper options was investigated by the QRPF secretary. The Management committee has decided after giving the ring secretary one year notice that a mobile phone will be purchased at a cost of approximately \$480 a year. This new number will be posted on all web sites and distributed to all members.

8.5. Old truck Rego/Insurance.

The Management committee has decided to cancel the rego and insurance of the old transporter and alternate the existing transporter insurance to include the crate body, crates, and sleeper box and storage container.

8.6. Selling Trailers

The secretary would like to know if the QRPF was interested in selling of the two spare trailers at the back of the QRPF shed. The Old Haul-mark semi-trailer was sold to a buyer in NSW for \$6000.00 and will arrange pick up ASAP with the secretary. The cost of the advertisement for the semi-trailer was \$132, 00. The management committee decided to sell the blue trailer for \$1500.00 and keep the white elephant trailer. The secretary will advertise and keep everyone posted.

8.7. Crate Allocation

The re-appointment of D Bitossi as the crate allocator for 2016 was discussed and how the trainers for 2016 will work. B Snyman was concerned on how D Bitossi was mistreated and requested the management committee come up with a solution to eliminate this behaviour. The management committee has decided that if a member requests a training crate that they will now have to go through their section race secretary and only the race secretary of each section will contact D Bitossi and book a crate. This booking has to be done by the Saturday the week before the training toss. D Bitossi will contact the QRPF race secretary to report how many crates each section will be taking so that those section could be invoiced. **The sections are reminded if you book a crate you pay even if it's not used.** The cost will be \$20 per crate. Crate allocation will be Sunday 17 April 2016. B Snyman will contact D Bitossi to ask if he is still interested in being crate allocator for 2016.

8.8. Separate release for North Sections

The North Coast section will have a separate release on club only races. The trainers of the NC Section will be as normal release with the QRPF which is 30 mins after mass. The QRPF race secretary will have to do extra administration on the race program as the pigeon race net cannot accommodate two release times. The QHS are still undecided which way they want to release and will advise on a later date.

8.9. Boundaries for the QRPF

L Vanderlinde has provided the secretary with a map of northern boundary and west boundary. The Secretary will provide a map to the Management committee and with all parties present will draw up the boundaries.

8.10. Flying Fees 2016

Full Membership fees 125.00 per member or partnership

Associate Membership (non racing, non voting member) \$62.50

Club affiliation Fees \$100.80 per club

In addition to membership fees, Flying Fees are also payable by each member wishing to race pigeons with the QRPF, this is a once per year up-front fee to transport each member's pigeons to each race point on the race schedule.

Members have the choice of racing either a maximum team of 30 birds or 15 birds each week

The members at the AGM have determined flying fees for 2016 to be:

30 bird team \$425 (Total fees of \$550 due before the 10 April 2016)

15 bird team \$325 (Total fees of \$450 due before the 10 April 2016)

8.11. Year Book 2016

The deadline for inclusion in the QRPF Yearbook is the 4th of April. The secretary has requested that the clubs and sections forward a list of their club and section office bearers.

8.12. Race Secretaires

The QRPF will again be using the internet program for all race results. Each club and section will need to appoint a race secretary who will be given a password to access the program. Please contact the QRPF race secretary should you require access.

8.13. Fed Training

With the completion of the new transporter B Snyman would like to give the transporter a trail run before the race season. The management committee has decided to give a training toss from Helidon, a town just before Toowoomba. The cost will be \$20 per crate. The sections will arrange their loading of the crates at the Fed shed on the Friday night 29 April for Saturday release. Members are also welcome to load their own birds at the Fed shed. If you require trainers for first race Jondaryan (7 May 2016) you will have to book through your section race secretary by 30 April 2016 who will then call Crate allocator to book the number of crates.

8.14. Additional dangers on the West route.

H Graham would like to bring to everyone's attention that some flyers from Toowoomba have experienced birds that have been burnt from coal seam gas plants out west. H Graham also stated that he had concerns with a member from Toowoomba representing Queensland and that we as the QRPF should have someone representing us on this new national committee.

8.15. Liberation procedure/Secretary duties.

The president W Reese raised the issue of the race secretary duties and liberation committee duties. The duties of the Race secretary /Amin secretary was read out and moved by S Johnson, second J Profke that is was correct. **Carried.** Management committee also discussed the liberation committee duties which is in the Year book and wanted to make it clear that the liberation committee chairman(S Johnson) will only communicate with the liberator (Steve) with regards to the liberation of race birds and the Race secretary (B Snyman) will only communicate with the driver(Tom) with regards to transport issues. The management committee has requested the secretary to set up a procedure for the driver to obtain race information that could be posted on Race net program to inform members.(Copy of Admin/Race secretary duties is posted after minutes)

9. Date of next meeting

The next management meeting will be held at the QRPF Fed shed Monday 4 April 2016 at 7.30 pm

10. Close

The meeting was closed at 9.10 pm.

B Snyman

Honorary Secretary

QRPF Inc.

Statement of Accounts February 2016

Operating Account

Income		Expenditure	
Affiliation Fees	1,374.60	Advertising	0.00
GST collected	289.17	Audit Fees	750.00
Interest	15.65	Bank Fees	0.00
Building levy	300.00	Donation	0.00
PFPU	30.00	GST Paid	31.59
Ring Sales	1,187.73	Electricity	0.00
Sundry	0.00	Inventory	0.00
Training	0.00	Life Rings	0.00
		Liberation Exps	0.00
			0.0
		Office Of Fair Trading	0
		Printing	0.00
		Phone	287.12
	3,197.15	Photocopy	0.00
		Small Trailer	0.00
		Site Costs	0.00
		Truck Repairs/Ser	0.00
		Truk Exps	228.88
		Sattelite phone	0.00
		Motor Charge Card	10.95
		Web	0.00
			1,308.54

Account Reconciliation

Opening Balance	20,297.35	Total Income	3,197.15
Closing Balance	22,185.96	Total Expenditure	1,308.54
Increase	1,888.61		1,888.61

Transport Account

Income		Expenditure	
Tfr Build Maint	0.00	Truck exps	3,823.59
Interest	17.64	GST	132.38
		Bank Fees	0.80
Total	17.64		3,956.77

Account Reconciliation

Opening Balance	13,283.15	Total Income	17.64
Closing Balance	9,344.02	Total Expenditure	3,956.77
Decrease	-3,939.13		-3,939.13

Summary

Operating A/C	22,185.96
Transport A/C	9,344.02
PFPU A/c	6,510.34
Term Deposit	0.00
	38,040.32

QLD RACING PIGEON FEDERATION INC DUTY STATEMENT

ADMINISTRATION SECRETARY

Honorarium 2015 - \$1,800

General:

- Maintain an annual register of all members & clubs, including contact details and fees paid.
- Liaise and consult with the President, Executive, Management Committee and Officials on issues concerning the management and administration of the Federation.
- Preparation of Annual Return of Incorporation to the Office of Fair Trading.
- Preparation and layout of Annual Year Book for distribution to members in a timely manner
- Maintenance of Constitution, Flying Rules and other by laws as approved by Management.
- Be the first point of contact for the Public and Government organisations on matters concerning QRPF pigeon racing.

Meetings:

- Scheduling and notifications for all meetings.
- Co-ordination of agenda and business.
- Presentation of correspondence.
- Preparation and distribution of Minutes.
- Attendance records.

Correspondence:

- Maintenance of Correspondence Registers (Recording outwards/Receiving inwards).
- Preparation and distribution of outwards correspondence.

Financial Management

- Invoicing, receipting & receiving monies.
- Passing receipted monies to Treasurer for banking
- Maintaining accurate records of all financial matters passing through the Secretary's position.
- Co-ordination and management of Federation Contracts, Phones, Insurance etc.
- Arrange for the purchase, repairs and alteration to QRPF assets as approved by the management committee.
- Recording and maintaining records for all QRPF assets.

Inventories:

- Ordering of Inventory supplies and Federation Life Rings for distribution by 1st May each year.
- Provision of stock & payments for Clubs and Sections as required.
- Maintenance of register of stock.

Awards:

- Preparation of Certificates, Place Cards and Trophies from data supplied by Race Secretary for all Open Federation and other Special Races as determined by the Management Committee.
- Arrangements for presentation of annual certificates and trophies.
- Maintenance of Federation Perpetual Trophies

RACE SECRETARY

Honorarium 2015 - \$900

Race Results:

- Preparation and maintenance of the *pigeonrace.net* web race calculation program on a weekly basis for input of Race Results for all Open Federation, Section Federation, Special races and Club races
- Coordinate with each club & section to ensure they are capable of entering race results into the web race calculation program.
- Maintenance & calculation of points for annual championships for individual Members, Sections and Affiliated Clubs where required.
- Preparation of race result reports for the Admin Secretary to prepare certificates & trophies.
- Ensure each Section master timer is synchronised with a master timer as required by QRPF race rules.

Race Transport:

- Manage the issuing and loading of Federation Race Crates. (*This process may be sub-delegated under approval of the Management Committee*).
- Ensure race crates are cleaned on a weekly basis during the race season
- Arrange and coordinate the distribution and loading of trainer crates when available.
- Arrange and coordinate with the driver and liberator for the transport of race birds to various points
- Arrange and coordinate with the Admin Secretary for timely transporter maintenance and repairs as required.
- Arrange for the supply of feed and water for race birds during transport.
- Ensure bird numbers in transport crates do not exceed QRPF limits.