



ADELAIDE ARCHERY CLUB INCORPORATED
PO Box 133
Walkerville, SA 5081
www.adelaidearchery.org.au

REGULATIONS

Dated 21 May 2024

<u>CLUB OFFICERS</u>	
1.	PRESIDENT shall:
1.1	act as the nominal head of the Club.
1.2	be responsible to the Constitution and the majority vote of members.
1.3	be a member of the Finance Committee and an ex-officio member of all other committees.
1.4	except as provided for in the Constitution, preside over all general, special and annual general meetings of the club in such a manner that business may be conducted in due form and with the simple rules of debate being adopted.
1.5	upon the minutes of the previous meeting being confirmed, sign the minute book in the presence of the meeting.
1.6	prepare an annual report for presentation at the Annual General Meeting.
1.7	ensure that all Officers and Officials fulfil the responsibilities of their respective office.
1.8	be responsible for ensuring that the affairs of the Club are conducted in a manner consistent with the Constitution and Regulations.
2.	VICE PRESIDENT shall:
2.1	deputise for the President in his/her absence.
2.2	be a member of the Finance Committee and an ex-officio member of all other committees.
2.3	liaise with statutory authorities such as the Adelaide City Council (leases, permits, etc).
2.4	administer and monitor Club insurance policies and claims.
2.5	receive completed application forms for Full and Social Club membership and present such applications for acceptance at the next general meeting.
2.6	be responsible for a list and personal records of financial members of the Club and supply such information regarding current membership as shall be reasonably required consistent with privacy requirements.
2.7	welcome and attend to the welfare of new members of the Club by arranging for the distribution of badges, copy of the Constitution and other materials due to new members upon their acceptance into the Club.
2.8	provide all members with reasonable notice of fees due and remit accounts for fees to all fee-paying members.
2.9	undertake all other duties as directed by the Club.
3.	SECRETARY shall:
3.1	be a member of the Finance Committee and an ex-officio member of all other committees.
3.2	maintain records of meetings.
3.3	receive, record and as required, disperse all incoming correspondence and prepare as required and record all outgoing correspondence.
3.4	be responsible for the administrative records, other than financial and membership records belonging to the Club and keep them in such a form, place or manner as the Club shall direct.
3.5	make all records available for inspection by the Auditors or any member of the Club.
3.6	prepare and publish notice of Special Meetings
3.7	draw up an agenda for each meeting and supply a copy to the President.
3.8	call for and receive nominations for all offices prior to elections, subject to the President's responsibility to call for nominations at the meeting.
3.9	receive absentee votes at Special Meetings
3.10	undertake all other duties as directed by the Club.
4.	TREASURER shall:
4.1	chair the Finance Committee and be an ex-officio member of all other committees.
4.2	maintain Club accounts to the satisfaction of the Club.
4.3	keep proper records of all monies received and expended by or on behalf of the Club and of all matters pertaining to such receipts, funds, liabilities and transactions of the Club.

4.4	pay into the accounts of the Club at its bank, all monies and cheques received on behalf of the Club.
4.5	prepare and submit to the Annual General Meeting of the Club in each year a duly audited financial statement of the Club made in each year.
4.6	submit a written financial statement to each General Meeting of the Club.
4.7	promptly pay all valid accounts rendered to the Club and report such actions at the next general meeting and/or Executive Committee meeting.
4.8	undertake all other duties as directed by the Club.
5.	EQUIPMENT OFFICER shall:
5.1	chair the Grounds and Equipment Committee.
5.2	ensure that all Club equipment is in an adequate state of repair and arrange for the purchases and construction of new equipment.
5.3	prepare a submission to the Club seeking approval of all extraordinary expenditure
5.4	account to the Treasurer for all expenditure incurred.
5.5	submit a written report to each Club meeting and the Annual General Meeting on equipment matters.
5.6	undertake all other duties as directed by the Club.
6.	COACHING COORDINATOR shall:
6.1	be a member of the Shooting Committee.
6.2	direct, control and supervise all matters of archery coaching for beginners, arrange all details of beginners' coaching courses, including nominations of dates, notification to applicants and selection of appropriate instructing personnel.
6.3	receive applications and fees for beginners coaching and hand all monies to the Treasurer.
6.4	keep an up to date record of qualified coaches and instructors.
6.5	submit a written report to each Club meeting and the Annual General Meeting on coaching matters.
6.6	undertake all other duties as directed by the Club.
7.	ADELAIDE JUNIOR ARCHERY DEVELOPMENT (AJAD) CO-ORDINATOR shall:
	(AJAD membership shall comprise Full members of the Club who are under 18 years old together with Members of the Junior Club) The AJAD Coordinator shall:
7.1	be a member of the Grounds and Equipment Committee.
7.2	direct, control and supervise all juniors participating in the AJAD scheme.
7.3	receive coaching applications and all fees for Junior Club membership and hand all monies to the Treasurer.
7.4	arrange all details of AJAD beginners coaching courses, including nomination of dates, notification to applicants and selection of additional instructing personnel.
7.5	keep all records of all AJAD shoots and scores.
7.6	determine grading of AJAD members and issue appropriate awards.
7.7	maintain stock of and distribute all classification and achievement certificates and badges to AJAD members.
7.8	be responsible for annual submission of name, age and address of Junior Club members for affiliation with Archery SA.
7.9	prepare and display at the club, previous weeks scores and gradings for AJAD members.
7.10	ensure the field is set up to suit the rounds to be shot and targets allocated prior to scheduled commencement time.
7.11	inform all AJAD members of any tournaments and State Junior Team training sessions.
7.12	submit a written report to each Club meeting and the Annual General Meeting on AJAD matters.
7.13	undertake all other duties as directed by the Club.

8.	ASSISTANT AJAD COORDINATOR shall:
8.1	be a member of the Grounds and Equipment Committee.
8.2	assist the AJAD Coordinator.
8.3	perform the relevant duties in the absence of the AJAD Coordinator.
8.4	control the sale of food and drinks during the breaks.
8.5	undertake all other duties as directed by the Club.
9.	RECORDER shall:
9.1	be a member of the Shooting Committee.
9.2	keep records of all shoots and scores.
9.3	determine handicaps, ratings and classifications of members and issue appropriate awards.
9.4	maintain stocks of, and distribute all classification and achievement badges.
9.5	be responsible for preparation of classification, record and medal claims to Archery SA and Archery Australia as may be required from time to time.
9.6	submit scores to the media as may be required.
9.7	prepare and supply to the Publicity Officer for inclusion in the internal Club newsletter any noteworthy achievements by club members or visitors.
9.8	prepare and maintain at the Club, a chart showing club records as shot by club members, also State and, where known, Australian and World records for rounds.
9.9	submit a written report to each Club meeting and the Annual General Meeting on recording matters.
9.10	undertake all other duties as directed by the Club.
10.	TOURNAMENT DIRECTOR shall:
10.1	chair the Shooting Committee.
10.2	organise all Club championships and tournaments that are the responsibility of the Club including arranging prizes and coordinating officials.
10.3	submit a written report to each Club meeting and the Annual General Meeting on tournaments and shooting matters.
10.4	Update the honour boards on the clubroom walls with the names of recipients.
10.5	undertake all other duties as directed by the Club.
<u>CLUB OFFICIALS</u>	
11.	BUILDING OFFICER shall:
11.1	be a member of the grounds and Equipment Committee
11.2	be responsible for arranging the maintenance and repair of the building fabric of the Clubrooms and the purchase, installation and maintenance of the general equipment used therein.
11.3	maintain a full and complete record of the issue, loss and return of all Club keys.
11.4	Review and report on the condition of fixtures and fittings in the clubroom
11.5	maintain records of buildings maintenance activities including costs, list of volunteers, contractors, contacts and a schedule of regular maintenance requirements.
11.6	liaise with other Club Officers and Officials who are responsible for activities using specific areas of the Club rooms.
11.7	submit a written report to each Club meeting and the Annual General Meeting.
11.8	undertake all other duties as directed by the Club.
12.	ASSISTANT EQUIPMENT OFFICER shall:
12.1	organise "working bees" as and when required for the preparation and repair of target faces in such a manner that the appropriate personnel, equipment and materials are present.
12.2	Undertake all other duties as directed by the Club.

13.	ASSISTANT RECORDER shall:
13.1	assist the Recorder.
13.2	perform the relevant duties in the absence of the Recorder.
13.3	undertake all other duties as directed by the Club.
14.	FIELD CAPTAIN shall:
14.1	be a member of the Shooting Committee.
14.2	direct and control all archers shooting on the field according to the appropriate rules.
14.3	ensure all caution signs and flags are set up before shooting commences and removed after completion of the programmed round.
14.4	ensure the field is set up to suit the rounds being shot, fifteen minutes prior to the scheduled commencement time.
14.5	be the final authority in any dispute that cannot be amicably settled by the archers on the target.
14.6	In the Recorder's absence, collect and file completed score sheets in the appropriate place.
14.7	if the Field Captain and the Deputy Field Captain are unavailable, the Field Captain must notify a member of the Executive who will appoint a stand-in Field Captain for the day.
14.8	undertake all other duties as directed by the Club.
15.	DEPUTY FIELD CAPTAIN shall:
15.1	be a member of the Shooting Committee.
15.2	perform the relevant duties in the absence of the Field Captain.
15.3	undertake all other duties as directed by the Club.
16.	SOCIAL COORDINATOR shall:
16.1	chair the Social Committee.
16.2	organise all social and fundraising activities.
16.3	submit proposals for major social and fund raising activities to general meetings.
16.4	submit a written report to each Club meeting and the Annual General Meeting on social and fundraising matters.
16.5	undertake all other duties as directed by the Club.
17.	GROUNDSMAN shall:
17.1	be a member of the Grounds and Equipment Committee.
17.2	be responsible for the maintenance of the club grounds and target butts.
17.3	submit a written report to each Club meeting and the Annual General Meeting on Groundsman's matters.
17.4	undertake all other duties as directed by the Club.
18.	NOT USED
19.	CLUB STEWARD shall:
19.1	be a member of the Social Committee.
19.2	organise rosters for cleaning the clubrooms.
19.3	organise stock for the canteen, toilets and kitchen.
19.4	submit a written report to each Club meeting and the Annual General Meeting on stewardship matters.
19.5	Periodically check the contents of the First Aid Kit and re-stock it as needed.
19.6	undertake all other duties as directed by the Club.

20.	PUBLICITY OFFICER shall:
20.1	prepare and distribute an internal Club newsletter.
20.2	use the media to publicise Club events.
20.3	submit a written report to each Club meeting on publicity matters.
20.4	undertake all other duties as directed by the Club.
21.	LIBRARIAN shall:
21.1	maintain the Club Library and Library records.
21.2	submit a written report to each Club meeting and the Annual General Meeting on library matters.
21.3	undertake all other duties as directed by the Club.
22.	CLUB COACH RECURVE shall:
22.1	coach members as requested.
22.2	undertake all other duties as directed by the Club.
23.	CLUB COACH COMPOUND shall:
23.1	coach members as requested.
23.2	undertake all other duties as directed by the Club.
24.	CLUB COACH LONGBOW shall:
24.1	coach members as requested.
24.2	undertake all other duties as directed by the Club.
<u>COMMITTEES</u>	
All members are encouraged to attend any committee meeting on a non-voting basis	
25.	FINANCE COMMITTEE shall:
25.1	comprise the President, Vice President, Secretary and Treasurer who will be entitled to vote.
25.2	be chaired by the Treasurer.
25.3	oversee the finances of the Club, make recommendations to the Club meetings regarding submissions received from other committees and draw up an annual budget.
25.4	submit a written report to each Club meeting.
25.5	prepare relevant notices and announcements to be made at Club shoots.
26.	SOCIAL COMMITTEE shall:
26.1	comprise the Social Coordinator, Club Steward and up to two other nominated members who are entitled to vote.
26.2	be chaired by the Social Coordinator.
26.3	organise social activities for the Club and welcome and attend to the welfare of new members of the Club.
26.4	submit a written report to each Club meeting.
26.5	prepare relevant notices and announcements to be made at Club shoots.
27.	GROUND AND EQUIPMENT COMMITTEE shall:
27.1	comprise the Equipment Officer, Groundsman, Building Officer, AJAD Coordinator, Assistant AJAD Coordinator and up to two other nominated members who are entitled to vote.
27.2	be chaired by the Equipment Officer.
27.3	oversee the maintenance and acquisition of equipment and the upkeep of grounds and butts.

27.4	maintain a Club Property Record and present an inventory for inclusion in the Treasurer's report at the Annual General Meeting.
27.5	submit a written report to each Club meeting.
27.6	prepare relevant notices and announcements to be made at Club shoots.
28.	SHOOTING COMMITTEE shall:
28.1	comprise the Tournament Director, Field Captains, Coaching Coordinator, Recorder and Deputy Field Captains who are entitled to vote.
28.2	be chaired by the Tournament Director.
28.3	oversee the conducting of scheduled club shoots and tournaments.
28.4	keep members advised of archery events conducted by Archery SA, Archery Australia and other clubs.
28.5	receive nominations and entry fees for such events and ensure that entries are submitted by the due date.
28.6	submit a written report to each Club meeting.
28.7	prepare relevant notices and announcements to be made at Club shoots.
<u>MEMBERSHIP</u>	
29.	MEMBERSHIP GENERAL
29.1	Life membership may be granted to any present or past member of the Club who has rendered outstanding service to the Club. A motion to bestow Life membership shall consist of a petition presented to an annual general meeting and signed by at least 20% of the adult membership of the Club, stating the outstanding services to the Club by the said member over a number of years which normally should not be less than ten. Life members shall be entitled to freely take part in any or all of the activities of the Club without further payment of annual subscriptions (the Club will pay (a) the club subscription, and where required also pay (b) the Archery SA fee and (c) the Archery Australia fee).
29.2	Full members are Club members who are affiliated with Archery SA and Archery Australia and whose membership application has been accepted at a general meeting and are not a member of another World Archery affiliated archery club.
29.3	Social members are Club members who may participate in the social activities of the Club but who have no shooting or voting rights and whose membership application has been accepted at a general meeting. Social members include Honorary Social members.
29.4	Honorary Social membership may be granted to any person who has rendered outstanding service to the Club. A motion to bestow Honorary Social membership must be passed at a general meeting. Honorary Social members will pay no annual subscriptions.
29.5	Junior Club members are those archers under 18 years old participating in the AJAD scheme who are not Full members of the Club.
30.	FORMER MEMBERS
30.1	Former members seeking to rejoin the Club must complete a Temporary Player form, pass a shooting test and within the next 4 weeks, complete a membership application form, pay the appropriate fee and view the Safety Video.
31.	VISITORS
31.1	BEGINNER-VISITORS are those who have completed a coaching course and Temporary Player Form. They may, after signing the Attendance Register and paying the appropriate fee, shoot with the Club for four weeks, after which time they must make application to join the Club or cease shooting. On making application and paying the appropriate fee they may continue shooting until their membership is approved at a Club meeting.
31.2	VISITORS who are members of a club affiliated with Archery Australia may, after signing the Attendance Register and paying the relevant fee, be granted shooting rights. VISITORS who are members of Archery Australia affiliated organizations may, after signing the Attendance Register, completing a Temporary Players Form and paying the relevant fee, be granted shooting rights.

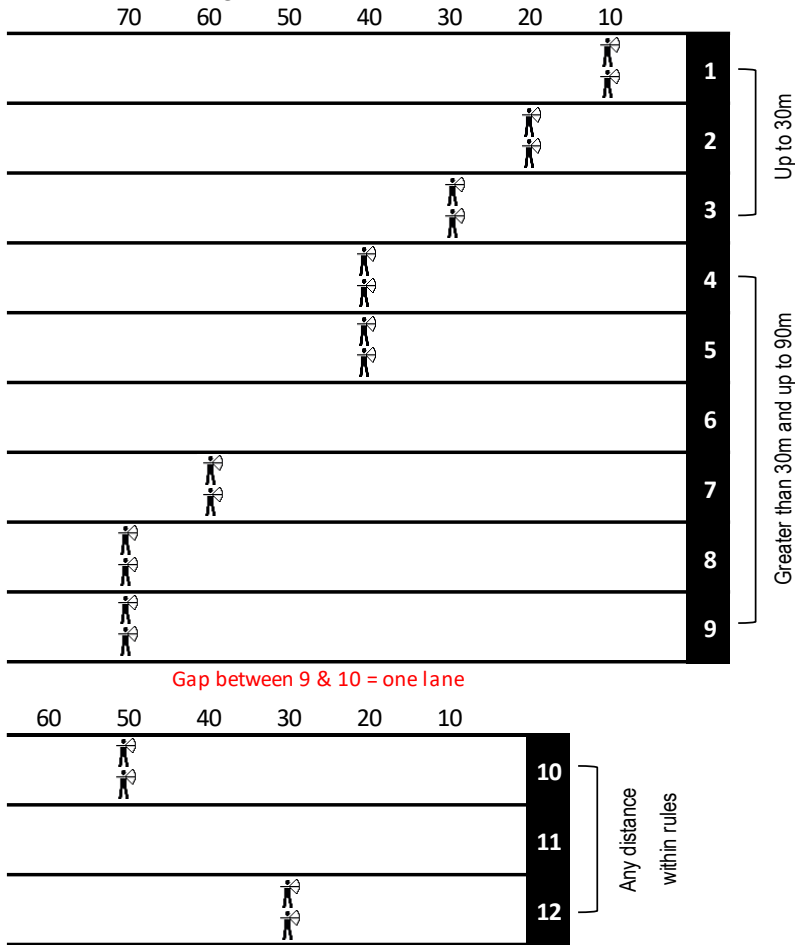
31.3	OVERSEAS VISITORS whose National body is affiliated with World Archery or IFAA may, after signing the Attendance Register, paying the relevant fee and completing a Temporary Players Form, be granted shooting rights for a maximum of three months.
31.4	On written application to a general meeting, visiting archers may be granted special visitors' privileges.
32.	SUSPENSION
32.1	The Executive may suspend a member or members from club activities and retrieve any keys held, on reasonable evidence, preferably written, of misconduct of the member or members.
32.2	The suspension can remain in effect until a written report of the misconduct can be presented at either a general meeting or special meeting called for the purpose and appropriate action taken.
32.3	Suspension by the Executive may not exceed five weeks.
32.4	Members may be suspended by a general meeting or special meeting for a period not longer than eight weeks.
33.	AWARDS
33.1	A Long Service Award may be bestowed upon members who have been active in the affairs of the Club for fifteen years.
34.	ATTENDANCE REGISTERS
34.1	ATTENDANCE REGISTER to be signed by all archers before shooting in programmed rounds or practicing on the grounds. Attendance Register to be kept in the practice target cupboard on the verandah during the week and near the Target Allocation Board before programmed shoots. Members are not to open butts for other people unless they have sighted a current Affiliation Card and the Attendance Register has been signed.
34.2	VOLUNTEER/VISITOR REGISTER to be signed by all Club members volunteering their time to the Club, and by all visitors and trades people visiting or working at the club. During the week the register is to be kept in the clubroom brochure rack. During Working Bees and meetings held at the Clubrooms, the register is to be put on the table in the club rooms for volunteers/visitors to sign.
34.3	A digital attendance register may be used as an alternative to the paper registers. It is available at https://aacarchery.au .
35.	ELECTIONS AND VOTING
35.1	Nominations for the election of Officers and Officials shall be in writing, signed by the nominee and one other member. Nominations shall be in the hands of the Secretary four weeks before the date of the Annual General meeting and will be published on the Notice Board.
35.2	Nominations for positions for which no nominations have been received may be called for from the floor at the Annual General meeting. These will be published on the Notice Board and voted on at the next general meeting of the Club.
35.3	Absentee voting shall be available.
<u>KEYS</u>	
36.	KEY ISSUE
36.1	CLUBROOM KEYS will be issued: <ul style="list-style-type: none"> • one to each elected Club Officer and Official for the duration of the office held. • with the approval of a club meeting and for a stated period of time, to any Club member or business employee, who must have independent access to the Clubrooms to carry out some function for the benefit of the Club. • on written application, with the approval of the Executive Committee and then a Club meeting and for a stated period of time, to Club members who can demonstrate a genuine need for access to the Clubrooms at other than usual times
36.2	CASH/KEY DRAWER KEYS to be numbered and will be issued one to each elected Club Officer and Official for the duration of the office held

36.3	<p>A TARGET CUPBOARD/BUTT KEY may, upon application to the Club, be issued to a person at least 18 years of age (the 'Key Holder') who is either:</p> <ul style="list-style-type: none"> • A Club member, or • The parent or guardian of a Club member, or • A Visitor who has paid the annual visitors' fee (as per 37.2) <p>in order to facilitate independent practice by the Archer at the Club grounds, subject to the following:</p> <ol style="list-style-type: none"> 1. The Archer must have completed 8 programmed rounds within the period of one year leading to the date of the application. 2. Both the Key Holder and the Archer (they might be the same person) must view the safety presentation in the clubrooms between the time of application and the time of issue of the key, and whenever advised to do so in the Club newsletter or by a Club official. 3. The Key Holder will be primarily responsible for ensuring that practice is performed safely and in accordance with the regulations. 4. Both the Key Holder and the Archer must fill in and sign the shooting register prior to commencement of archery activities at any practice session. 5. Where the Key Holder is not the Archer, the Key Holder will remain with the Archer throughout the session. 6. The Key Holder must not give or loan the key to another person or duplicate the key. 7. If the Archer terminates their membership of the club, then the Key Holder will return the key to the Club forthwith. 8. If the Key Holder loses the key, then they must inform the club as soon as possible and pay a replacement fee. 9. Keys are changed annually, at which point the key must be returned to the Club; a new application can be made for a replacement key. 10. The Club is not obliged to issue keys (however applications should not be refused unreasonably). 11. The Key Holder will return the key if requested to do so by a Club official. 12. The Key Holder pays the appropriate fee. <p>All Club Officers and Officials will be issued with a butt key on payment of the appropriate fee.</p>
36.4	<p>WORKROOM CUPBOARD KEYS will be issued, one each to the:</p> <ul style="list-style-type: none"> • Equipment Officer • Assistant Equipment Officer • AJAD Coordinator • Coaching Coordinator • Groundsman • two others, to be allocated by the Grounds and Equipment Committee, to the best advantage of the Club.
36.5	<p>POST OFFICE BOX KEY will be issued to the Secretary and the Treasurer.</p>
36.6	<p>LIBRARY KEY will be issued to the Librarian.</p>
36.7	<p>Each Clubroom and Cash/Key Drawer keys shall be numbered.</p>
36.8	<p>A master set of keys to all locks to be kept by the Club in a secure location.</p>
36.9	<p>All key allocations must be reviewed following the annual general meeting each year and every attempt made to retrieve outstanding keys.</p>
36.10	<p>Should at any time a club member or other person be found in possession of a key or duplicate key improperly obtained, the key should be retrieved immediately, and the matter reported as soon as possible to a member of the Executive Committee and then the next Club meeting for action appropriate to the circumstances.</p>
36.11	<p>Lost keys are to be reported to the Building Officer.</p>

<u>FEES</u>													
37.	ANNUAL SUBSCRIPTIONS												
37.1	The Annual Subscription Fee for existing club members shall be the total of: <ul style="list-style-type: none"> • Club fee - Adelaide Archery Club • Affiliation fee - Archery South Australia • Affiliation fee - Archery Australia 												
37.2	Club Fees will apply as follows: <table style="margin-left: 40px; border: none;"> <tr> <td>Adults</td> <td>Full Fee</td> </tr> <tr> <td>Juniors (U18)</td> <td>80% Full Fee</td> </tr> <tr> <td>Adult Students</td> <td>80% Full Fee</td> </tr> <tr> <td>Social Members</td> <td>10% Club Fee</td> </tr> <tr> <td>Visitors</td> <td>10% Club Fee per week</td> </tr> <tr> <td></td> <td>or 150% Club Fee per annum</td> </tr> </table>	Adults	Full Fee	Juniors (U18)	80% Full Fee	Adult Students	80% Full Fee	Social Members	10% Club Fee	Visitors	10% Club Fee per week		or 150% Club Fee per annum
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Social Members	10% Club Fee												
Visitors	10% Club Fee per week												
	or 150% Club Fee per annum												
37.3	Where a family of three or more are club members, a 30% discount shall apply to the Club Fee of each member.												
37.4	Fees for members of the Junior Club shall be a weekly subscription paid on attendance. A Junior Club member will be affiliated with Archery SA and Archery Australia each year after paying subscriptions sufficient to cover the affiliation fees.												
37.5	Club fees are to be set at the April meeting each year. All fees to be rounded to the nearest dollar.												
38.	NEW MEMBERS FEES												
38.1	Fees for new members shall be the total of: <ul style="list-style-type: none"> • Club fee - Adelaide Archery Club • Affiliation fee - Archery South Australia • Affiliation fee - Archery Australia 												
38.2	Fees are paid annually from the date of joining.												
38.3	The total of all fees to be rounded to the nearest dollar.												
38.4	Upon joining, each new member will be provided one club shirt at no cost.												
<u>UNIFORM</u>													
39.	CLUB UNIFORM												
39.1	There shall be a Club Uniform. <ul style="list-style-type: none"> • It shall consist of a green and gold shirt, or a gold shirt. An optional over garment of dark green and/or gold may also be worn. • When it is raining, a rain-coat/jacket may be worn. • Enclosed footwear (not thongs). • Hat preferred. 												
39.2	All-whites may be worn at programmed shoots as an alternative Club uniform. There should be no contrasting trim except for a small manufacturer's logo.												
39.3	Current State or National Team uniform may be worn at Club shoots as an alternative to Club uniform in the year of team membership.												
39.4	<ul style="list-style-type: none"> • Club uniform, all-whites or State or National Team uniform must be worn at all programmed club shoots, with the exception of new members in their first three months. • Members not wearing one or other of these uniforms will not be permitted to shoot programmed rounds. 												
39.5	Exemption from wearing a Club uniform may be approved by a General Meeting.												
39.6	To align with Archery Australia shooting rule 7.11.6, clothing with "camouflage colours" are not permitted, as they are considered a safety hazard.												
<u>SHOOTING</u>													
40.	SHOOTING RULES												

40.1	<ul style="list-style-type: none"> Archer's names must be put on the target allocation board on arrival. This must occur prior to 1:00pm (weekends) and 9:00am (Thursdays). Shooting will commence at the Field captain's discretion any time after 1:15pm (weekends) and 9:15am (Thursdays)
40.2	<ul style="list-style-type: none"> Practice and bow tuning must stop by 1:00pm (weekends) and 9:00am (Thursdays). No shooting is permitted during a break period.
40.3	All caution signs and flags must be out before any shooting begins.
40.4	All archers must assist in setting up the grounds.
40.5	<ul style="list-style-type: none"> No personal archery gear is to be placed in the main clubroom or on the veranda except in inclement weather. Archery gear should not be left on any seats or pathways.
40.6	<ul style="list-style-type: none"> Any person requiring the use of coaching equipment must obtain the same through a Club official, pay the hire fee and return the equipment to the same official if possible, or another official. Existing club members who normally have their own equipment, can trial club equipment for a period of 1 month at no charge after which they must pay the hire fee.
40.7	<ul style="list-style-type: none"> All latecomers must consult the target allocation board and then check with the Field Captain before joining the shooting line. Latecomers must forfeit the ends missed - they cannot be made up during or after the shoot.
40.8	<p>Only programmed rounds organised by the Club and published in the Shooting Calendar can be shot for scores to be recorded. Rounds must be shot in the correct sequence of distances. Allowances may be made by the Field Captain in the event of equipment failure. Should an archer (or archers) wish to practice without their score being recorded, this may be permitted at the discretion of the Field Captain provided that:</p> <ol style="list-style-type: none"> All shooting and safety rules are observed. Archers shooting programmed rounds shall have absolute priority in target allocation.

40.9 a) For archers shooting at different ranges there must be adequate separation between them. At ranges of 30m and less; adjacent lanes constitute enough separation. At ranges greater than 30m there must be at least one empty lane between archers per 20m (or part thereof) difference in ranges.



b) During practice before programmed shoots (from 8am on Thursdays, 8am Saturdays (AJADs days only), 12 noon on Saturdays & Sundays), targets 1, 2, 3, 14 & 15 are to be used for distances up to and including 30m, while 4-13 can be used for longer distances (while adhering to rule 40.9 a) above), which may entail archers having to move to another target.

- 40.10
- Newcastle and Geelong rounds are available at the Field Captain's discretion.
 - Archers wishing to shoot 144 arrow rounds may commence at 12:00 noon and complete the first distance only prior to 1:00pm.
 - 72 arrow rounds may be programmed at the discretion of the Field Captain.
 - Rounds can be deleted at the discretion of the Field Captain due to safety issues.
- 40.11 Before commencement of shooting the clubrooms and equipment room must be locked.
- 40.12
- Score sheets must be filled in correctly with date and round, full given and surname, club number, bow type and age group.
 - Double scoring must be used, and a score sheet must be signed by the target scorer and a witness.
 - Note on the score sheet to alert Recorder if a first Six-Gold medal or Perfect has been shot. All Six-Gold or Perfect claims must be witnessed by a senior archer.
 - Record claims must be countersigned by the Field Captain.
 - Illegible, inaccurate, or incomplete score sheets will not be recorded.
- 40.13 Archers are asked to cover the butts in the event of rain.
- 40.14 It is the responsibility of every shooting archer to help pack all club equipment away at the end of the days programmed shoot.
- 40.15 Target crossbows (as defined by the World Crossbow Shooting Association only) may be shot at all Adelaide Archery Club shoots and crossbow shooters may be Club members.
- 40.16 No broad-heads are to be shot at the Club at any time.
- 40.17 All tournament entry fees are to be paid in advance.

40.18	Credit is not available on any Club property.
40.19	There will be no shooting during a working bee, except in special circumstances when exemption may be granted by the official in charge.
40.20	Members not wearing the appropriate Club uniform will not be permitted to shoot programmed rounds (see Reg. 39 Uniforms)
40.21	Time to shoot an end shall be in accordance with the Archery Australia shooting rules: Two audible signals to occupy the Shooting Line, followed ten seconds later by one audible signal to commence shooting. Four minutes shall be the time allowed to shoot six arrows or two minutes for three arrows. The Field Captain may use their discretion when enforcing this time limit.
40.22	Any arrows that are lost during a round must be reported, and if not found by the end of the round the details of the lost arrow(s) are to be written into the Lost-Arrow-Register. When found, the details should be updated.
40.23	Members shall comply with the Archery Australia "Safety Guidelines".
41.	HOT WEATHER POLICY
41.1	Seniors: If the forecast maximum temperature during the time of the shoot is 38 degrees or above, the programmed shoot will be cancelled (and no scores will be recorded).
41.2	AJADs: If on Friday evening, 6pm, the forecast maximum temperature for Saturday is 38°C or above, AJADs is cancelled (and no scores will be recorded).
41.3	Forecast weather is based on this Bureau of Meteorology (BoM), Adelaide, website link: http://www.bom.gov.au/places/sa/adelaide/forecast/detailed/
41.4	When programmed shoots are cancelled, the field is available for practice.

SUMMARY OF CHANGES TO ADELAIDE ARCHERY CLUB REGULATIONS

Addition to clause 30.1 (former members seeking to re-join the Club)
Addition to clause 40.9 (addition of "or part thereof")
Delete section 11 (Term of office for Club Officers) and renumber remainder
Delete clause 1.6 (President to have casting and deliberative vote)
New clause 2.8 (transfer responsibility for fees to Vice President)
New clause 3.6 (prepare and publish notice of Special Meetings)
New clause 3.9 (receive absentee votes at Special Meetings)
Delete clause 4.8 (transfer responsibility for fees from Treasurer)
Alter heading clause 7 (defines AJAD acronym)
Alter clause 7.11 (remove apostrophe from AJADs)
Delete clause 11.1 (be a member of the Grounds and Equipment Committee)
New clause 18.4 (appointment of an Archery SA Proxy Delegate)
New clause 24 (creation of the position of Club Coach Longbow)
Addition to heading "Committees" (encouraging members to attend, non-voting)
Addition to clauses 25.1, 26.1, 27.1, 28.1 (defining voting members on committees)
Addition to clauses 26.1 and 27.1 (specifying "nominated" members of committees)
Addition to clause 29.2 (excluding members of another FITA affiliated archery club)
Alteration to clauses 31 (substituting "Attendance Register" for "Visitor's Book")
Deletion from clause 31.2 (removing reference to TPF and duration of visit)
Alteration to clause 31.3 (include FIAA, payment of fee and limit to 3 months)
Alteration to clause 34.1 (change "Membership card" to "Affiliation card")
Alteration to clause 35.1 (nominations close 4 weeks before AGM)
Alteration to clause 35.2 (delaying voting on further nominations received at AGM)
New clause 35.3 (requiring absentee voting to be on AAC Absentee Voting Form)
New Appendix to Regulations (Adelaide Archery Club Absentee Voting Form)
Addition to clause 37.2 (Visitors fee scale)
Alteration to clause 38.1 (removal of reference to affiliation with another club)
Addition to clause 40.8 (addition of "and published in the Shooting Calendar")
Alter clause 34.1 (removal of "already shooting")
Alter clause 7 heading (removal of reference to "junior club")
Addition to clause 40.15 (restrict to target crossbows only)
Addition to clause 31.2 (to allow ABA and 3DAAA members to shoot)
Clause 37.4, insert "members of the Junior Club" in lieu of "Junior Club members"
Addition to clause 29.5, "under 18 years old"
Rephrase clause 7.11, "AJAD members" rather than AJADs
Clause 31.3, "Archery Australia affiliated organisations" instead of listing them
Addition to clause 50.15 to define target crossbows
Addition to clause 7 (definition of AJSAD group)
Clause 35, change heading to ELECTIONS AND VOTING and delete 35. NOMINATIONS
New clause 11.1 (be a member of the Grounds and Equipment Committee)
New clause 11.4 (report on fixtures and fittings)
Delete clause 19.2 (report of fixtures and fittings)
New clause 12.2 (undertake all other duties as directed by the Club)
Delete clause 16.2 (previously relocated in Vice President as clause 2.7)
Clause 40.1, renumber to 40.4
Clause 40.2, Change starting time to Field captain's discretion and renumber to 40.1
Clauses 40.3 and 40.4, renumber
Clause 40.5, refer to actual times, not interval before shooting commences.
Clause 40.10, Newcastle and Geelong rounds to be at Field Captain's discretion.
Clause 39.1, removes requirement for green trousers/skirt
Clause 36.3: Changed the regulations for issuing of target cupboard/butt keys
3 Dec 2015, clause 41.1: Updated the hot weather policy for Thursday mornings as decided by the November 2015 club meeting
11 Mar 2016, clause 40.9: Updated to reflect additional restriction in place during practice before programmed shoots

SUMMARY OF CHANGES TO ADELAIDE ARCHERY CLUB REGULATIONS

22 Aug 2016, clause 35.3: Removed the reference to the absentee and proxy voting form and removed the form that was appended to the regulations, in accordance with a resolution of the club meeting of 19 August 2016

20 Oct 2017,
clause 40.9: included new rules regarding lane separations
clause 40.10: included discretionary WA/720 rounds
clause 40.21: added new clause regarding 4 minutes per end rule.
clause 40.12: clarified double scoring
clause 29.1: clarified how the club pays for life members
clause 40.6: added that members can borrow club equipment for 1 month.
Replaced 'FITA' with 'World Archery' throughout.

23 Feb 2018,
Clause 18: Deleted this clause, as Archery SA no longer has club delegates after their restructure.
Clause 41.1: Removed reference to "on any radio station"
Clause 41.2: Removed reference to "6:00pm Channel 9 news forecasts"

15 Jan 2019,
Clause 38.1: Removed the joining fee for new members as per Minutes 20-Apr-2018.
Clause 38.2: Simplified to only state fees are paid annually.
Clause 38.4: Added

16 Apr 2019,
Clause 36.3: Added that annual visitors (also called Associates) can also apply for a butt key.

18 Aug 2020,
Clause 39.1: Generalised the uniform colours so it no longer refers to a specific meeting.

20 Oct 2020,
Clause 1. – 10. These positions are Officers. Clause 11. – 24. These positions are Officials.
Clause 7: Changed AJAD from 'Australian' to 'Adelaide' (Junior Archery Development)

16 Feb 2021,
Clause 19.5: Added that the Steward will "Periodically check the contents of the First Aid Kit and re-stock it as needed."

16 March 2021,
Clause 40.9 b): added that targets 14 & 15 are only for 30m and less practice.
Clause 41: simplified the wording and clarified that Bureau of Meteorology (BoM), Adelaide, is the source for temperature forecasts.
Several layout changes to use bullet points more consistently.

20 July 2021,
Clause 40.22: added new clause to record lost arrows.

22 Aug 2021,
Updated 10.4 to include that the Tournament Director is responsible for updating the honour boards

19 Oct 2021,
Clause 39.6: added that clothing with "camouflage colours" are not permitted.

18 Oct 2022,
Added 40.23: AA safety guidelines

21 Nov 2023,
Clause 39.1: added a raincoat is permitted if it is raining.
Clause 40.9 b): clarified times that practice restrictions start.
Clause 40.10: Clarified that 72 arrow rounds are available – rather than just WA/720 rounds.

21 May 2024:
Clause 34.3: Added new clause for digital sign-in