



**South African Defensive Pistol Association
Minutes of the SADPA ExCo meeting held in Randburg on 08 April 2006**

Present:

Ryno Johnson	Director: Marketing & Sponsorships / Chairman
Nigel Hulleman	Director: Safety & Training
Rob Zeilinga	Director: Administration
Francois de Klerk	Director: Matches & Competitions
Steve Whitmore	Director: Club Development
Marge Hulleman	Treasurer
Anton du Plooy	Secretary

Apologies:

Deon Storm	Area Coordinator
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1. OPENING

RJ welcomed everybody to the Indaba.

2. PERSONA GRATA

Members present introduced themselves, and also made comments on their respective portfolios.

3. FINALISING OF AGENDA

The agenda for the meeting is finalised.

4. SOP's

The reason for the SOP's is explained.

The format of the SOP's are finalised. All SOP's are to be combined into one document, an ExCo manual.

The SOP for admin and AC must be compiled. Ideas must be send to FdeK.

AdP to submit SOP for secretary to ExCo for comment a week before next ExCo meeting.

5. CHAIRMAN

DSS with sworn statement

FdeK and RJ to go ahead and implement. SW is a commissioner of oaths.

6. MATCHES & COMPETITIONS

NSO

Proof that the NSO has been completed to be given to shooter.

Clubs to keep record of NSO training.

DQ's and FTDR's

MD must submit to Dir M&C detail of all DQ's and FTDR's given on all shoots. The MD must submit this detail within 7 days of the shoot.

MD at league

It is debated in length if the SADPA ExCo MC must be the match MD at league level. No decision is made. This point to be discussed for voting at next ExCo meeting.

Match briefings

Clubs are encouraged to have match briefings in a prescribed format. FdeK to create this format. FdeK

Backup of programs

RZ to supply backup disks of all coding already done. RZ

Postal league

A postal league for later in 2006 must be created. FdeK

2006 IDPA champs

CoF's not yet received. FdeK and NH to vet the CoF's.

FdeK to be MD at champs.

Match booklet. To be addressed at champs committee. The standard of the booklet must conform to previous years.

KRRC and Zanddrift

These clubs are not submitting scores. FdeK to take them on. FdeK

Wingshooters

DS to take it on as soon as possible. DS

CoF's (match sanctioning)

FdeK and NH to define the standard of the layout of a CoF.

FdeK/NH

3-gun regulations

FdeK to create/finalise these regulations. Deadline by end of year.

FdeK

Witbank league

RZ to bring software to the range. Witbank to supply the operator. SO's on range by 07:00. FdeK will be MD.

7. CLUB DEVELOPMENT

Starter pack

The following must be included in a club starter pack.

1. How to run a match (to be put on DVD)
2. Rulebook
3. Sample of constitution
4. Club affiliation form
5. SADPA affiliation form
6. Club requirements
7. ExCo contact details
8. Match planning matrix
9. Scoring program
10. Detail of sponsors

Visits to clubs

ExCo members to visit outside clubs

8. ADMIN

Process flow for new members

Clubs to handle all money flows. MH to inform all clubs on this process.

MH

When the paid status of a shooter is changed to paid on the admin system, an automated email must be send to the shooter. If no email address exist, the mail must be shipped to the club chairman.

MH to query club memberships with club if subs are paid directly into SADPA account.

An email could be send out on SADPA_groups informing members to check memberships on website. If a member has paid, and the database does not reflect this, the member must inform MH.

MH

Points are to be blocked if membership is unpaid.

RZ

Chlookop shoots

Chlookop is running IDPA based shoots.

9. SAFETY & TRAINING

SO training

SO clinic for the champs is absolutely necessary.

SO training dates to be distributed.

NH

List of possible SO's for the champs is drawn up.

Certificates to be reissued. Valid until February 2007. Will be cancelled if less than 6 shoots are SO'ed.

SASSF

FdeK to supply NH with information.

10. SECRETARY

DSS

The DSS application for Kobus Loubser is approved. The DSS for the member to be shipped to SW.

RJ

11. MARKETING & SPONSORSHIPS

TDQ

Each portfolio to supply information for the TDQ.

Champs trophies

To be handed back as soon as possible.

Champs sponsorships

Accept all offers.

Aim show 2006

Feedback list done by SW. The decision to attend the 2007 show is approved. A corner unit must be obtained, relevant to cost.

Remaining flyers of show must be placed in gunshops.

12. TREASURER

MH to outline the requirements to AR.

13. GENERAL

Confirmation of constitution

AdP to update and distribute.

AdP

Website

The website will be moved to another hosting company.

14. NEXT MEETING

The next ExCo meeting will be the on 3 May 2006. Venue still to be decided.