



Mornington Clay Target Club Inc.

Registered Number: A0008589J

Post Office Box 250, Mornington, Victoria, 3931

MINUTES - COMMITTEE MEETING

July 08, 2026

370 CRAIGE ROAD, MOUNT MARTHA VIC 3934

1: Welcome:

Chairperson: President Phillip Lancaster

Meeting commenced: 1835 hrs.

Attendees: Phillip Lancaster, Steve McNab, Philip Thursfield, Chris Joyce, Michael Peck, Wayne Jenkins. Murray Marsh

2: Apologies: Warren Roberts.

3: Previous Minutes and any Business Arising:

Lead by Secretary Wayne Jenkins

3.1: Quote to undertake external painting: \$400 / day, Estimated 4 days in total, plus product of \$500....President Phillip Lancaster to arrange.

Moved: Michael Peck / Phil Thursfield

3.2: Position Description of the "Grounds Person" – Was tabled and discussed; President Phillip to discuss with the current Grounds Person Mr John Williams.

Moved: Philip Thursfield / Chris

3.3: Replacing the existing two door filing cabinet.....The present cleaning and sorting outdated paperwork may negate this potential.

Secretary advised a clean out of old files should free up storage space, plan to replace existing cabinet withdrawn....Matter Closed

3.4: Beginners Section of the Website – Updated with Costing insert....Matter Closed.

3.5: Tidy up and poisoning around the Storage Containers to occur – Michael Peck and Phillip Lancaster to arrange.

3.6: Trap 1 restrictions still in force.....awaiting on correspondence for submission to SEW.

3.7: Dead and Hollow Trees....Phillip Lancaster to arrange an Arborist to attend and advise the MCTC.

3.8: Location of MCTC missing Gun Camera's (2) continues. If anyone knows the potential location of these valuable MCTC assets, please advise any MCTC Committee Member.

3.9: MCTC Application Form to be amended with Juniors guidelines inserted – Completed . Matter Closed.

3.10: Draft of New Members Introduction Document was tabled. To be reviewed potentially incorporating existing Draft Document aspects and re-table at the August Meeting for approval...Philip Thursfield to continue with this document.

3.11: Online frustrations with New Members Payment / Registration has been resolved by the Treasurer and Secretary ---Online System Application Form now has a “Cant Proceed unless Paid” barrier installed: Matter Closed.

3.12: Both Nicky T and Nigel L have submitted a number of Grant Application and Descriptive Options – The Secretary is to Spreadsheet these options and present at the August 2026 Meeting.

3.13: Quotation for Concrete Work on the Westside of the MCTC Clubrooms to proceed. Once quotes are available, to be discussed and agreed by the MCTC Executive over emails and phone, as to not impede this outstanding tasking.

Moved: Wayne Jenkins / Michael Peck

4: Presidents Report:

4.1: State Title Shoot, locked in for June 12, 2027

4.2: Repainting of the Trap Houses is now becoming desirable. Phillip Lancaster to pursue capable personnel to undertake this task.

4.3: Member Olivia Comelli has offered to assist the MCTC with her qualifications in:

- First Aid
- RSA
- Food handlers

Much appreciated, particularly on Competition Shoot Days. MCTC Secretary is recording Olivia's skillsets in the MCTC document files.

4.4: The MCTC Secretary to follow-up with the LRD Police, to establish why the requested revised Range Orders are not published.

4.5: Various “Honor Boards” have been updated by Past President and Life Member Bryce McCall. No invoice is expected, however at the next shoot that Bryce attends, an honorary “Nomination” to be offered.

4.6: Fuel stored in either Plastic or Metal “Jerry Cans” have been relocated to the Concrete Tank Storage Container due to Fire Risk in the Clubrooms Storage Shed.

Moved: Phillip Lancaster / Stephen McNab

5: Secretary's Report:

5.1: Reply to Member Krista Zielezna dispatched on June 15, 2026 advising of the fifth invitation to attend the MCTC to discuss her outstanding issues. And to advise that

that correspondence of June 15, 2026 will be the last correspondence acknowledged or responded to by the MCTC on these matters.

5.2: SEW has been advised to discontinue with the Recycled Water system. This matter is also supported by SEW, due to liability issues surrounding non-potable water.

5.2: MPSC Planning Permit: The MPSC now has our revised amendment suggestion to resolve this matter. The main focus is our Planning Permit to recognise the undertaking of all corporate type activities. Our Consultant Advisor has confirmed the MPSC has all documents that they require to issue the revised Planning Permit.

5.3: The Inspectors of: "Liquor Control Victoria" have been invited back to the MCTC. LCV has confirmed that they will accept this invitation when their staffing availability permits.

5.4: Smart/Membership Card, Zebra Printer is now showing an Internal Fault. The Secretary to pursue a Servicing Group (Either onsite or Dispatch to a servicing group) to rectify these issues. Approximately 20% of the MCTC purchased Smart Cards are defective and don't retain the various Credits paid for.

5.5: The MCTC Secretary is formulating the potential of the MCTC becoming a "One Stop Shop" for those people that wish to acquire a firearms Licence. The MCTC has all the assets and qualifications to establish this capability.....More to follow as this Draft Concept is structured, costed and potentially introduced as a MCTC Membership enhancement and additional revenue source.

5.6: June 2026 Newsletter was dispatched on time to MCTC Members.....next Newsletter is due in late September 2026.

5.7: The MCTC Secretary advised that the Registration of the MCTC Food Serving capacity is reaching its conclusion:
The MCTC Kitchen / BBQ area has been inspected by the MPSC Environmental Compliance Officer (Health Inspector), with only one observation.....please note the Hand Washing Bowl now in the BBQ area.

A Food Temperature Thermometer is also now purchased and located in the utensil draw, only to be required if we store cooked meat, as apart from meat that is served or in the oven.

Due to the MCTC being a Non for Profit Club, the normal yearly registration fee has been advised to be waved.

The MPSC was advised that we will be allocated the Class 3 Low registration....which is lowest level available.

However compliance to the Environmental Standards are still required, such as:

Physical Cleanliness of facility
Food Handlers Certifications.

Moved: Wayne Jenkins / Phillip Lancaster.

6: Treasurers Report:

6.1: The MCTC Treasurer was tabled and discussed.

6.2: Discussion occurred, regarding the General Circulation of these semi confidential MCTC Financial Figures.

It was agreed that the MCTC Monthly circulation of these figures will not be continued with. These figures will be available to be reviewed by any member at a convenient time at the MCTC.

6.3: The Treasurer confirms that the MCTC is solvent and can pay its dues as requested.

Moved: Murray Marsh / Phillip Lancaster

7.0: DTL Captain Report:

7.1: See Attached the DTL Captains Report for the MCTC June 13, 2026 MCTC Shoot.

Proposed: Stephen McNab / Phillip Lancaster

8.0: General Business:

8.1: Mark Coleman to be requested to forward VCTA Agenda one week prior to the VCTA Meeting, so the MCTC can advise its representative of how to vote at any VCTA meeting.

No further General Business.

Next MCTC Committee Meeting is scheduled for: Wednesday, August 12, 2026 @ 1830 hrs.

Meeting closed at: 2114 hrs.