



Cymdeithas Saethyddiaeth Maes Cymraeg

Welsh Field Archery Association

Dear member,

The WFAA AGM will be held on Sun 22nd November at the Engine House, High St, Merthyr Tydfil, CF48 3HA.

It will be held during the break between the morning and afternoon sessions of the North Gwent Archers Indoor Competition at the same venue.

An item on the AGM agenda will be, 'Election of Officers to the Committee'.

Executive Committee Officers hold office for two years and are elected on a biannual rota. This year the positions of President and Treasurer are due for election.

In addition to these officers all other committee positions are also due for election. These include -

Membership Secretary, Tournament Officer, Classification and Incentives Officer, Range Charter Officer, IFAA Representative.

A description of the roles of each position can be found on the WFAA Website, and have also been included on this email for information.

Reports from several members of the committee, will be sent out closer to the date of the meeting, please take a moment to read these when they are sent.

The committee welcomes members to step forward and join them in their efforts to promote Field Archery in Wales. Anyone wishing to put themselves forward for a position is asked to do this by November 2nd, by email to PaulineFernley@gmail.com.

AGENDA AGM WFAA 23rd November 2025

A. REPORTS – Digital copies of these will be sent out to members shortly before the AGM.

1. Presidents Welcome and Report
2. General Secretary's Report
3. Treasurer's Report
4. Membership Secretary's Report
5. Tournament Officer's Report
6. Range Chart Officer's Report
7. Classification and Incentives Officer's Report

8. IFAA Representative's Report

B. ELECTION of OFFICERS

Here is a brief list of the roles and their duties; anyone who wished to put their name forward needs to do so before the closing date of Sunday 9th of November, this is also the closing date for any points that members wish to put to the committee.

President :-

- Preside at all general meetings;
- Prepare and submit to the General Committee and AGM an annual report on the activities and position of the WFAA;
- Be the representative figurehead of the Association at WFAA and IFAA events.

The Treasurer Shall:

- Prepare and submit to the General Committee and AGM an annual report on the financial activities and status of the WFAA;
- Supervise the financial affairs of the WFAA;
- Keep detailed books of accounts for the WFAA in the format directed by the General Committee;
- Shall provide financial statements of account at each General Committee meeting as directed by the General Committee.

Tournaments Officer :-

- Be responsible for the generation of the annual shoot diary, consisting of international national, and regional tournaments;
- Coordinate the setting of national, and regional tournaments with member clubs;
- Be the custodian of all eternal trophies of the WFAA. Records shall be kept of the whereabouts of all such trophies and their condition;
- Request the return of all eternal trophies at least 3 weeks before the related tournament is due to take place;
- Coordinate the administration of all national level tournaments;
- Issue entry forms for national tournaments, collect entry fees for the same and remit all such tournament fees to the Treasurer timeously;
- Maintain a record of the results from WFAA national and regional tournament.
- Report and advise the Committee on all matter concerning national and regional tournaments.

Membership Secretary :-

- Prepare and submit to the General Committee and AGM an annual report on the membership status of the WFAA;
- Supervise the collection of all membership fees and remit such fees to the Treasurer timeously;
- Prepare and maintain up to date membership lists;
- Issue membership and classification record cards.

Classification & Incentives Officer : -

- Supervise and administer the national classification and incentives systems;
- Report to and advise the General Committee on matters relating to classifications and incentives;
- Maintain records of, and issue national record, top ranker and incentives certificates and/or Incentive awards, e.g. patches, as requested and as appropriate;

Range Charter Officer : -

- Supervise and administer the national range charter policy in accordance with the wishes of the General Committee;
- Report to and advise the General Committee on matters relating to range charter;
- Issue course charter certificates as requested and as appropriate;

- Collect reasonable travel expenses for chartering ranges (in line with the rules) and inform the Treasurer timeously. No charge will be made to charter a range.
- Where required appoint other members to assist with course chartering activities.

IFAA Representative : -

- Be the focal/contact point for the IFAA on all matters relating to the Association;
- Be responsible for liaison between the General Committee and the IFAA;
- Advise the Committee on all relevant matters of an international nature;
- Represent the Association at IFAA meetings and meetings with other members of the IFAA. If they cannot attend a meeting, then another representative shall be chosen by the general committee to go in their stead.

We look forward to seeing you at the meeting.