



ACA Executive Committee Meeting

Minutes

19th November, 2014 at 1915 hours

Attendees

Neil White (NW)	Jim Saunders (JS)
Megan Reynolds (MR)	Jim Clement (JC)
Bruce Fleming (BF)	Susan Linge (SL)
Robyn Wallace (RW)	

Apologies

Notes

Subject	Issues	Action	Officer and Completion Date
Adoption of Previous Minutes	Executive Committee Meeting 31-10-14	Adopted	Executive Committee. 19 November 2014
3 Follow up and Action Items from previous Executive Meetings	3.1 Appointment of Appointed Officers	Honorary Secretary to email all received expressions of interest to the Executive. The issue is held over to the Executive Committee meeting on Wednesday 26 th November 2014	BF
3.2	Accreditation and Reaccreditation Program ACA	The document was reviewed by the Honorary Secretary, NDRAC and NDRGC on 11 th November.	

	Referees and Umpires	The Honorary Secretary to email the updated document and the associated change tracking document to the Administrative Officer for correction of formatting errors.	BF
3.3	Croquet Tasmania's bid for 2015 Golf Croquet, Gold Medal, Men's and Women's Singles and ISS	There were a number of questions raised by the Treasurer in relation to the proposed budget supplied by Croquet Tasmania. The Treasurer will raise the questions with Croquet Tasmania. The issue is held over to the Executive Committee meeting on Wednesday 26 th November 2014	JC
3.4	Eligibility for Interstate Teams and ACA Medal Events	The President has prepared a paper but it is incomplete because not all states have responded to the consultation. The Honorary Secretary to work with the states to finalise the consultation.	BF
3.5	Define role for Patron	The President has prepared a paper but the issue requires further consultation. The Honorary Secretary to circulate an email from the President containing a link to a web page defining the role of a Patron	BF
3.6	Request from SPWG to appoint a Project Manager	The Vice President has been appointed the Operational Plan Manager and met with the Strategic Plan Working Group on 14 th November. The Strategic Plan Working Group is preparing operational plans to facilitate the implementation of the Strategic Plan.	MR
3.7	Governance Project Plan	A representative from South Australia has been appointed to the Constitution Review Working Group which is to meet on 21 st November. A statement will be prepared for the ACA Executive Committee.	
3.8	Complaints Officer	This issue is being considered by the Executive Committee members	

		<p>who are investigating member protection issues.</p> <p>The President is preparing a paper recommending changes to the Member Protection Policy to be presented to the next AGM.</p> <p>This paper will address the Burns report recommendations.</p>	NW
3.9	The ACA Refereeing Regulations	Being finalised by the Administrative Officer	SL
3.10	Travel Computation – Explanatory Document	<p>The Administrative Officer talked to the paper.</p> <p>It was agreed to discuss the issue in conjunction with item 5.2</p>	
3.11	Croquet Refereeing Guide	<p>The Chair National Technical Panel AC is now in receipt of the encrypted and unencrypted master files for the full DVD and Refereeing Guide.</p> <p>Executive approval was given to the NTP to issue the encrypted DVD's to the SDR in each State for further distribution under the control of the National Referees Committee.</p> <p>The unencrypted master files for the full DVD will be given to the Administrative Officer.</p> <p>There is also a full copy of the PDF's on a memory stick. This could be placed on an ACA Dropbox for home download</p> <p>A link to the full Refereeing Guide should also be placed on the ACA website.</p>	
4 Issues arising from Committees and/or Appointed Officers	4.1 Recommendations from ACSC – Scholarships for AC Players	<p>The Executive Committee agreed to the recommendations in the report including the scholarship recipients. Proposed changes to the process for awarding scholarships should be added to the ACA Selection Policy during the forthcoming review of the policy.</p> <p>The Honorary Secretary to convey the Executive Committee decisions to the Chair of the AC Selection Committee.</p>	BF

4.2	Recommendations from ACSC – WCF W AC WC	<p>The Administrative Officer spoke to the report. The Administrative Officer advised the WCF on Thursday 25th September that Australia would be accepting its two member places.</p> <p>The closing date for nominations to the WCF Women's AC WC is Sunday 23rd November.</p> <p>When the final information on expressions of interest is available from the ACSC including supporting documentation for the wild card nominees, the Administrative Officer will send it to the WCF by Sunday 23rd November.</p>	SL
5 Issues arising from Players/Team International Representation	5.1 Update Players competing in WCF GC WC – New Zealand 2015	<p>An update was provided by the Administrative Officer.</p> <p>Australia could get up to eighteen places in the WCF Golf Croquet World Championship to be held in NZ from 7th to 15th February.</p>	
5.2	Financial Consideration - WCF GC Under 21's WC – New Zealand 2015	<p>The Administrative Officer spoke to this paper and the overarching paper Travel Computation – Explanatory Document.</p> <p>The papers were accepted.</p> <p>The ratio of distribution of funds to support the various international events was agreed to at the last Council Meeting.</p> <p>The papers should be developed into a Travel Policy to be presented to the next Council Meeting.</p> <p>It was noted that two places are to be awarded in the GC WC to the available players who finish highest in the under 21 WC.</p> <p>The Australian representatives to the under 21 WC will be supported to a level consistent with the agreed ratio of distribution and to a level which will leave a margin to support possible representation in the GCWC.</p>	
6 Tournaments	6.1 GC Handicap	<p>The Chair of Events Committee had supplied the minutes of the players meeting from the GC Handicap event. They will be</p>	

		reviewed at the December Executive Committee meeting.	
6.2	AC Open Doubles and Singles	The event is in progress and the President will be in attendance at the final stages to represent the ACA. The President will prepare a paper on Executive attendance at ACA tournaments.	NW
7 New Business	7.1 Administrative Officer Workload	A paper by the Senior Vice President and the Treasurer was reviewed. The recommendation to increase the Administrative Officer hours was agreed and will be reviewed June 2015.	
7.2	2015 Anti-Doping Policy	It was agreed to adopt the Anti-Doping Policy provided by ASADA. It will be placed on the ACA website and a link to the policy will be provided to the states.	
7.3	2018 Gateball World Championship - proposed way forward	The Executive Committee noted the letter from the ACA National Director Gateball to the Chair of the World Gateball Union suggesting proposals for the 2018 World Gateball Championship. The Executive Committee will wait for the response from the World Gateball Union.	
7.4	Entering tournaments on line	The Administrative Officer spoke to the paper. A new website has been developed which allows on-line entry to tournaments. If further developed to give an ACA look and feel it could streamline the administration of tournament entry to ACA events. The Administrative Officer will continue negotiations with the developer and report to the December Executive Committee meeting.	SL
7.5	Tournament Referee for the President's Eights	The Senior Vice President will discuss the nomination with the NDRGC.	

		When the nomination is finalised the Honorary Secretary will advise the Tournament Referee of the appointment. The Senior Vice President will represent the ACA at the event.	BF
7.6	Update ACA Website	The Administrative Officer advised that the web-master does not wish to continue in the role due to health issues. Tim Murphy will act as an interim web-master. The Administrative Officer will continue negotiations with Tim Murphy and Nick Chapman on the future of the administration of the website.	SL
Meeting closed at 2200hrs.			
Next Meeting – Wednesday 26 th November at 1915hrs.			