



ACA Executive Committee Meeting

Minutes

Wednesday 22 October, 2014 at 1915 hours

1 Welcome and Roll Call

Neil White – President
 Jim Saunders – Senior Vice President
 Megan Reynolds – Vice President
 Robyn Wallace – Immediate Past President
 Jim Clement – Treasurer
 Bruce Fleming – Honorary Secretary

Susan Linge – Administrative Officer

Meeting Commenced at 1926 hours

The President welcomed everyone to the meeting and took a moment to thank both Jim Saunders and Megan Reynolds for acting in his role whilst away overseas.

The President outlined the way the meeting would be conducted; half the items to be deferred to a second meeting next week, the most pressing to be dealt with first and in order of interest to Jim Saunders (who participated from his hospital bed).

It was agreed that the Administrative Officer take the minutes due to the Hon Sec's poor internet connectivity.

Subject	Issues	Action	Officer and Completion Date
Adoption of Previous Minutes		It was noted that the Executive still needs to approve the drafts of the minutes from the Special Council Meeting and Council Meeting held in Adelaide as well as adopting the minutes of the Executive meeting held on the same day	30 October
2 Follow up and Action Items from previous Executive Meetings	2.1 Appointment of Appointed Officers	It was agreed that SL and BF to confer as soon as possible to finalise the letter that will be sent to the current Appointed Officers. The draft to be sent to the Executive for comment.	SL and BF to confer 24 October Draft to be distributed to the Executive for

		<p>It was also noted that the closing date should be changed to Monday 10 November.</p> <p>The letter must be distributed no later than Monday 27 October</p>	<p>comment - 24 October.</p> <p>Letters distributed to Appointed Officers - 27 October</p>
2.6	<p>Croquet Tasmania's bid for 2015 Golf Croquet, Gold Medal, Men's and Women's Singles and ISS</p>	<p>NW explained that he had had a discussion with Croquet Tasmania's Secretary and there is a possibility that an additional six courts maybe available if the local Council gives Croquet Tasmania permission to use a local soccer field.</p> <p>NW asked the Executive for an indication if it would accept 2 venues with six courts each instead of three venues with four lawns. One test would be split across two venues.</p> <p>The Executive agreed that it was a high priority for the event to be held in Tasmania and important that each State be given the opportunity to host a major Golf Croquet event.</p> <p>The Tasmanian organising committee are proposing – Gold Medal from Tuesday 29 September Thursday 1 October, 2015 in Hobart; Men's and Women's Singles from Friday 2 October to Monday 5 October, 2015 – Men's to be held in Launceston and the Women's in Hobart. Tuesday 6 October, 2015 to be travel/rest day. InterState Shield from Wednesday 7 October to Sunday 11 October, 2015 in Launceston.</p> <p>It was noted that these dates coincide with the President's</p>	<p>NW to report 30 October</p>

		<p>AC Eights and school holidays.</p> <p>It was agreed that NW would inspect the proposed soccer field whilst in Launceston and report to the Executive at the next meeting.</p> <p>If the soccer field is appropriate and Council gives its permission, the schedule to be referred to the Events Committee to work out alternative options for the President's AC Eights.</p>	
2.7	Recommendations from the Report to the ACA on Membership Protection Issues.	<p>NW suggested that a small working group consisting of the President, the Senior Vice President, Vice President and Administrative Officer review the recommendations and put forward action and implementation plans.</p> <p>It was noted that input will be required at some point from a MPIO.</p>	Report due 19 November
3.4 and 9.3	Amendments to TRegs 15.6	<p>The Tournament Committee put forward several amendments to Clause 15.6 of the TRegs and the Council agreed that 15.6.1 required further clarification from the TC. Council agreed to the amendments to 15.6.2 and 15.6.3.</p> <p>Subsequently the NDRGC has sent a memo to the Executive with a further recommendation to 15.6.1 arising from the GC Women's Singles in Adelaide.</p> <p>JS talked to this item as he and the NDRGC had talked about the proposed revision at some length.</p> <p>JC suggested that the NDRGC's update is numbered 15.6.4 (15.6.1,</p>	<p>JC to suggest a revised form of words.</p> <p>SL to send revised wording to NDRGC</p> <p>SL to refer the clause to the Tournament Committee.</p>

		15.6.2, 15.6.3 relate to width and 15.6.4 height). It was noted that the downward tolerance was inconsistent with the Rules.	
5 Issues arising from Players/ Team International Representation	5.1 Travel Computations	<p>SL talked to the paper.</p> <p>There was a general discussion about the breakdown of affiliation fees but it was noted that Council had accepted the percentages.</p> <p>It was agreed that the basis upon which the contributions to players would be made as per the 'second suggestion' ie a minimum payment.</p>	SL to draft an email explaining the rationale and calculations for the Player contribution. The draft to be approved by the Executive 30 October
8 SPWG	8.1 Request from SPWG to appoint a Project Manager	It was noted that the SPWG will not exist after March, 2015. There was some discussion and it was agreed that the question would be posed to the SPWG to see if there was anyone within the group who would be interested in taking on the role of Project Manager.	SL to send contact details for the Chair of the SPWG to MR
Jim Saunders left the meeting 2021			
		<p>SL said that if a Project Manager came from outside of the Executive they would need to have a liaison person.</p> <p>MR will talk with the Chair of the SPWG to find out what would be required if she agreed to become the liaison person for the Executive.</p>	
8.2	Governance Project Plan	It was noted that the deadlines were extremely tight.	BF to advise the Chair of the SPWG that the

		<p>The Executive accepted this plan and agreed to formally invite the State Representatives to be part of the CRWG – Constitution Review Working Group</p>	<p>Governance Project Plan has been approved.</p> <p>BF to talk with the Chair re distribution of letters to the State representatives</p>
8.3	Marketing Project Plan	<p>This plan has used a different layout to that of the Governance Project Plan.</p> <p>The Executive was asked which layout they preferred. The Executive agreed that there should be uniformity across all the plans but it was up to the SPWG to decide on their preferred template.</p> <p>The final Marketing Project Plan will be delivered to the Executive for approval in February 2015.</p>	
2.2	Golf Croquet Referee Manual	<p>SL reported that the document had been formatted and sent to the NDRGC. SL and NDRGC are due to meet on Thursday 23 October to go through the final version.</p> <p>SL commented that the process in which she and the NDRGC had been working was very effective – SL would send formatted pages to the NDRGC and then follow up via Skype and talk through the changes.</p>	
2.3	Association Croquet Referee Manual	<p>BF to suggest to the NDRAC that she speaks with the NDRGC to find out how the formatting process worked from his perspective.</p> <p>RW stated that there be uniformity in the titles of ACA documents and both the GC</p>	

		and AC Referee Manuals be re-named – Golf Croquet Refereeing Manual and Association Croquet Refereeing Manual.	
2.4	The ACA Refereeing Regulations	Deferred	30 October
2.5	Accreditation and Reaccreditation Program ACA Referees and Umpires	NW said that it had been previously agreed that BF would set up a Skype discussion to hone this document. Further discussion was deferred	30 October
2.8	Reciprocal Rights – refereeing New Zealand/Australia	Deferred	30 October
3 Follow up and Action Items for Special and Ordinary Council Meeting	3.1 Eligibility for InterState Teams and ACA Medal Events	Deferred	30 October
3.2	Tournament Expenses	Deferred	30 October
3.3	Define Role for Patron	Deferred	30 October
4 Issues arising from Committees and/or Appointed Officers	4.1 HPM Repot	The Executive approved the formation of two squads - Squad A and B	BF to advise HPM AC and AC SC SL and BF to discuss who will advise the players
4.2	Minutes of the ACSC held on Monday 14 July	Deferred	30 October
4.3	WCF/ACA Amendment to TReg Impasse Regulations	Deferred	30 October

6 World Croquet Federation Matters	6.1 World Croquet Day – Saturday 2 May, 2015	Deferred	30 October
7 Tournaments	7.1 TR Report - GC Open Men's and Women's Singles and ISS	Deferred	30 October
7.2	TR Report – GC Gold and Silver Medal	Deferred	30 October
7.3	TR Report President's AC Eights	Deferred	30 October
7.4	AC Handicap - cancellation	<p>The Executive noted that this is the second time the AC Handicap has been cancelled in as many years.</p> <p>To be referred to the Events Committee for discussion</p>	SL to contact Events Committee
7.5	GC Handicap - update	<p>SL said that 22 players had entered the doubles equalling 11 pairs and 20 in the singles.</p> <p>JC said that he had hoops for 8 courts and there was a discussion as to whether or not all games will be double banked but it was agreed that all eight courts would be available allowing for the majority of games to be singled banked.</p>	
7.6	AC Open Doubles and Singles - update	SL said that about 10 players had sent entry forms – closing date is Thursday 30 October	
9 New Business	9.1 Reimbursement Airfare – Chair SPWG	Deferred	30 October
9.2	Croquet Refereeing Guide	NW said that he couldn't open the link that had been provided.	SL to liaise with the NDRAC and James Temlett to progress placing the guide on the

		<p>MR suggested that the Guide be rolled out but there should be a means for people to provide feedback. It was agreed that an email address such as feedback@croquet-australia.com.au be set-up.</p> <p>There were still a number of questions yet to be resolved ie production and cost of DVD's and distribution of DVD's</p>	website and the delivery of DVDs
9.4	ASADA – Anti-Doping Policy	Deferred	30 October
10 Other Business	10.1 Gateball	<p>The Executive noted that follow up needs to occur with the NDGB re the trip to Japan and the 2018 World Championships.</p>	<p>BF and SL to meet with the NDGB via Skype and report to the next meeting.</p> <p>BF to send formal acknowledgement to the Australian Gateball Referees who officiated at the World Gateball Championships held in Niiagata, Japan in September.</p>
10.2	Endorsement Communication Expenditure	<p>JC sent an email to the Executive on Saturday 11 October seeking endorsement to set up the following communication for the new office –</p> <ul style="list-style-type: none"> - accept the ACTSport offer of unlimited broadband access at \$55/month - sign a contract for the Telstra Easy Share Business Plan.at \$100/month <p>Members did confirm their acceptance by email but the expenditure should be recorded in the minutes.</p> <p>The Executive agreed to a monthly cost of \$155.00 per</p>	

		month for phone and internet usage.	
10.3	Vote of thanks	MR moved a vote of thanks to the Administrative Officer for undertaking and completing the office move.	
10.4	Engraving	It was confirmed that only the name of the person and year should be engraved on ACA trophies ie the State is not listed.	
Meeting closed at 2148			
Next Meeting – Thursday 30 October at 1915			