

ACA Executive Committee Meeting Minutes

20th August 2014 at 1815hrs

Attendees

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

Apologies

Jim Clement (JC)	

Subject	Issues	Action	Officer and Completion Date
Adoption of Previous Minutes		Adopted by email circulation	31-07-14
Issues Arising from Committees and/or Appointed Officers	Appointment of Appointed Officers National Technical Panel Referee Training Manual Project Gateball issues Golf Croquet Referees Manual. Association Croquet Referees Manual.	The proposed new timetable for appointments will be discussed at the Special Council Meeting with a proposed motion to change the By-Laws to allow the proposal to proceed. The President will arrange a meeting with the National Technical Panel representatives to discuss the Training Manual The National Director of Gateball provided an updated report on the formation of The Australian Gateball Union. The Executive Committee has noted this development and will monitor the situation. The document will be circulated to the Executive Committee after minor amendments have been done.	NW and MR

	The ACA Refereeing Regulations.	To be reviewed by the Executive Committee before posting on the website.	BF
	Accreditation and Reaccreditation Program ACA Referees and Umpires.	The Honorary Secretary to send the amended document to the Executive Committee for review. There are some questions on the document. The President will review the document with the National Directors Refereeing by Skype. The Honorary Secretary to provide a table listing the latest versions of refereeing policies.	BF
	Appointment of a Complaints Officer.	A paper received from the Chair of the Member Protection Information Officers was considered. The paper recommended the appointment of a Complaints Officer. The President will contact the Chair requesting further information.	NW
	Hoop setting for ACA events.	A paper was received from the Chair of the Tournament Committee recommending changes to hoop setting clearances for ACA tournaments. The paper will be reviewed at the Special Council Meeting. The Honorary Secretary to send the paper to the NDRs for their review.	BF
Issues Arising from Players/Team Representation/ Individual International Representation	Review of criteria for ACA funding for Overseas tournaments	The paper produced by the Senior Vice President, Treasurer, and the Administrative Officer was revised to provide for upper level caps on player support when competing in WCF events. The policy change will be presented to the Council at the September Meeting.	
World Croquet Federation Matters	Nothing to report		
Policy and Procedure Development	Nothing to report		
Tournaments	Use of Handicap Cards in Golf Croquet Events	The National Handicapper produced a paper on this issue which was reviewed. The President produced a statement on	

	Players Meetings	<p>this issue for the Clips newsletter which defined when handicap cards should be used.</p> <p>The President prepared a paper on this issue after receiving questions from the Chair of the Events Committee regarding the practicalities of holding Players Meetings. It was decided to trial an on-line survey after ACA events in lieu of Players Meetings. The Administrative Officer will produce a process.</p>	SL
Financial Matters	Sponsorship	The President produced a paper on this issue. After discussion it was decided that the issue should be tabled for discussion at the September Council Meeting.	
Administration	<p>Report on issues relating to Tenancy of ACT Sports House</p> <p>The ACA Website</p> <p>ACA – Contact point for clubs ordering items</p>	<p>The Administrative Officer is waiting for the tenancy agreement</p> <p>A paper by the Webmaster was reviewed. This will become a discussion item for the Strategic Plan working groups. The Honorary Secretary to respond to the Webmaster thanking him for his review.</p> <p>The Administrative Officer will respond to queries from the Secretary Croquet NSW.</p>	<p>BF</p> <p>SL</p>
Strategic Plan	<p>Strategic Plan Working Group (SPWG) –Final Strategic Plan.</p> <p>Membership Programs</p>	<p>The Final Strategic Plan has been issued to the States and will be tabled for endorsement at the September Council meeting.</p> <p>A group titled Shared Services Solutions has offered their services in increasing membership. The president will respond to Shared Services Solutions and the information will be provided to the Strategic Plan Working Group</p>	
ACA Magazine	Nothing to report		
Meetings	Special Council Meeting 15 September 2014	The agenda was provided to the States on 15 th August. The	

		Executive will discuss the agenda via Skype on Tuesday 26 th August. The Honorary Secretary has requested agenda items for the ordinary Council Meeting to follow the Special Council Meeting. An agenda will be sent to the States on Wednesday 27 th August.	BF
Next Meeting	To be advised		