



## MINUTES

Thursday, 10 May, 2018

by SKYPE

### 1. Welcome

### 2. Roll Call -

Board: Megan Fardon, Mike Cohn, Don Close, Graeme Thomas, Tony McArthur, Jim Nicholls

Administrator: Rob Murray

### Apology -

### 3. Minutes

Minutes of the meetings held Monday, 26 March, 2018 - approved.

### 4. Business Arising from the Minutes

#### Outstanding actions

	Action	Responsibility	Completion
8.4 (Nov) 4.1.1	Website - Obtain 3 quotes See 17.1	Rob Murray	recommended
7.1	Term deposit reinvestment recommendation	Don Close	On-going
7.1	Credit/debit card for Rob Murray - finance committee to advise	Don Close	On-going
10.1	Hosting of WCF events – letter re ACWC to VCA	Graeme Thomas	Done
10.1	Advise WCF re next MacRobertson Shield venue	Graeme Thomas	Advised WCF. Awaiting Bid document from VCA
10.1	Request Formal bid from Croquet Tasmania re 2022 - WCF GC Over-50 World Championship in Northern Tasmania	Graeme Thomas	Email request sent
12 (Nov)	Approach potential candidates for Complaints Officer	Rob Murray	See below
13.2.1	Hoop widths. Refer Eire Cup and ISS to Tournament Committee – should be 3 11/16. Delegates at AGM were agreed that this should be	Mike Cohn	On-going

	the measure.		
13.2.2	Advise TC - Time limits should also be shortened for Eire Cup to 2 hours 30 minutes	Mike Cohn	On-going
13.2.3	Refund of fees for those who withdraw from tournaments. Agreed discretion be applied via the EC or TC - advise.	Rob Murray	Will be applied and added to policy
15.1 (Nov)	Reporting membership and participant numbers - Draft letter to states re best guess of participants for ASC.	Graeme Thomas	On-going
15.2	Look at assistance to Deniliquin to hold Hcp Tournament	Graeme Thomas	Ongoing Letter from ACA re willingness to host. Offer of financial help?
20.6 (Dec)	Blazer pockets to be made available for purchase. Possibility to be explored.	Megan Fardon	Sample in hand
20.6	Complete appointment of Public Officer	Rob Murray	Done
20.7	Advise of appointment of new Handicapper	Rob Murray	Done Thank you letter to Rob McAdam.
20.8	TC and Administrator to undertake an audit of Trophies	Rob Murray	On-going
20.10	Letter to Linda Davies to appoint as Ricochet Director. Develop position description	Rob Murray	On-going

## 5. Recording of Motions sent and agreed to by Email

5.1 Trans Tasman team arrangements - approved.

5.2 Website upgrade - approved as per quote.

## 6. Board – Roles and Responsibilities

### 6.1 Meeting Schedule -

	Day	Time	Means
Board	Thursday 14 June 2018	1700 EST	Skype
Board	Thursday 12 July 2018	1700 EST	Skype
Board	Thursday 9 August 2018	1700 EST	Skype
<b>SGM</b>	<b>Monday 17 September 2018</b>	<b>9.30am</b>	<b>Face to Face</b>
Board	Monday 17 September 2018	1400 hours ACST	Face to Face
Board	Thursday 18 September 2018	9.30am	Face to Face
Board	Thursday 8 November 2018	1700 EST	Skype
Board	Thursday 6 December 2018	1700 EST	Skype

Board	Thursday 13 December 2018	1700 EST	Skype
Board	Thursday 14 February 2019	1700 EST	Skype
<b>AGM</b>	<b>Monday 25 March 2019</b>	<b>9.30am</b>	<b>Face to Face</b>
Board	Monday 25 March 2019	1400 hours ACST	Face to Face
Board	Tuesday 26 March 2019	9.30am	Face to Face

## 6.2 Board Representation at ACA Events

<b>Event</b>	<b>Dates</b>	<b>Representative</b>
Patron's Trophy	9 to 11 June	Jim Nicholls
GC Gold Medal GC Men's and Women's Singles GC Interstate Shield	September	Tony McArthur
AC President's Eights	11 to 14 October	Mike Cohn
GC National Handicap Tournament (depends on venue)	5 to 12 November (5 days only)	Tony McArthur
AC Open Doubles and Singles	17 to 25 November	Megan Fardon

## 6.3 Nomination for ACA Board from Croquet SA - Mary Marsland.

Call for nominations. Letter to State Secretaries and on website closing 7 days before next meeting. Rob Murray to manage.

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## 7. Finance

### 7.1 Financial Statements

Profit & Loss Statement – not presented

Balance Sheet – not presented

Budget v. Actuals – not presented

Financial summary presented by Treasurer.

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### 7.2 Finance Committee -

Meeting last week.

Reimbursement of magazine subscriptions. About 1/3 have responded with some donating funds to ACA.  
Advertising revenue refunded.

Getting Debit card for Rob Murray.  
Australian Croquet Association Inc.  
Incorporated in the ACT

ABN 90 330 745 920

Invoices for affiliation will be sent out based on insurance numbers.

Updating finance policy and sponsorship packages.

Press release re removal of prize money.

It was agreed that no prize money will be paid either retrospectively for events in March 2018 or henceforth.

Moved: Don Close

Seconded: Megan Fardon

Agreed by majority vote (Jim Nicholls opposed)

Referee from WA seeking reimbursement for Trans Tasman effort. It was agreed that no refund was available and he should not apply for a scholarship.

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### **7.3 Other Financial matters –**

Awaiting invoices from SA re recent events.

Payments to attendees at GC President's Eights discussed. Review of re-imburement process by Finance Committee.

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## **8. Strategic Plan**

8.1 Draft plan as presented by Rob Murray was discussed. Vision statement needs updating to the one agreed in Adelaide in 2017. The agreed statement was - "More people playing croquet for life".

Comments to Rob for endorsement at the next meeting.

Need to review what NZ has done so successfully with Under 21s. Tony McArthur to find a suitable person to go to NZ. Megan to introduce Rob Murray to Croquet NZ secretary.

Funds are available if needed.

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## **9 Policy/By-Laws**

Sunsmart policy drafted. Comments from most Board members received. Rob to send out to States for comment prior to adoption.

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## **10 WCF**

10.1 Hosting of future WCF events – status of discussions with WCF.

(a) 2020 AC WC – Revised bid document sent to WCF. Bid accepted.

(b) 2021 - MacRobertson Shield in Victoria - WCF advised and bid document requested from VCA. Being drafted.

(c) 2022 - WCF GC Over-50 World Championship from Northern Tasmania. Bid also from SA.

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**11 Gateball**

- 11.1 Email from Gateball NZ Referee director. Graeme Thomas to respond.
- 11.2 John Park to provide funding recommendations for World Championships for approval at the next Board meeting.

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**12 Matters Arising Appointed Officers**

- 12.1 Filling of Complaints Officer position - Netball NSW have plenty and may be able to provide a person.

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**13 Matters Arising from Committees and Working Groups**

- 13.1 Events Committee—Hoop setting. Board did not approve the recommendation. Mike Cohn to discuss with Peter Freer.
- 13.3 GC Rules Committee – Consultation summary. Sent to WCF by 1 May. NSW sent separately.

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**14. Issues from State Associations**

- 14.1 Second tier of coaching program progressing and should be complete by the end of 2018.

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**15. Tournaments**

- 15.1 Reports presented from Bruce Fleming as TM and Liz Fleming as TR of Trans Tasman. Rob to forward to Croquet NZ.
- 15.2 Letter of thanks was sent to Wynnum CC re their efforts.

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**16. Development Squads**

Nil

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**17. Communication – Website, Magazine**

- 17.1 Website quotes– Marketing Suite proposal accepted. Rob to negotiate.
- 17.2 Articles for website. Need to find persons to write up events and provide photos. Board representative at events if no other person.

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**18. Other Business**

18.1 Review of Rob Murray in early June.

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**20. Correspondence**

20.1 Alix Verge emails. Don Close to respond.

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**21. Next Meeting**

Thursday 14 June 2018, 1700 EST via Skype.

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**22. Meeting Closed 7.15pm EST**

## TREASURER REPORT TO May 10th MEETING ACA

The Trans Tasman Event has been successfully completed and the cost of hosting are approx. \$1600 under budget. This is mainly due to Tournament Manager & Tournament Referee being local. There is a request to consider a payment to WA Referee for travel costs. Team costs were also well under budget. We need to put clear guidelines in place as to what is able to be funded for these teams. This will assist the Team Manager to understand the limits.

Travel assistance for the GC Pres 8's has been distributed in accordance with policy. There was a payment of 70.66% of their adjusted costs due to the number able to claim and distances involved. I would recommend a review of the formula as people travelling by vehicle seemed to be more favourably reimbursed than those flying from further afield.

The majority of Magazine subscriptions have been refunded. We are still waiting for bank details for the balance.

Six subscribers have chosen to donate the refund to ACA (\$210.00).

\$35000 has been reinvested in term deposit for 9 months at 2.45%

Invoices for 2018 affiliation fees will be sent out this month to the States.

Don Close

ACA Treasurer