



## Minutes

### Board Meeting

Wednesday 19 August at 1600 hours EST via Skype

#### 1. Roll Call

In attendance Robyn Wallace (Chair)  
Bob Godfrey (Deputy Chair)  
Jim Clement  
Jim Saunders  
Tricia Vierra

Susan Linge ACA Secretary/Administrative Officer

Apologies David Taylor  
Megan Fardon joined the meeting after its commencement.  
Don Close joined the meeting after its commencement.

#### 2. Welcome

The Chair welcomed Directors.

#### 3. Adoption Minutes

3.1 Minutes of the meeting Wednesday 5 August were accepted.

3.2 Business arising from the Minutes.  
No additional business.

#### 4. Recording of Motions sent and agreed to by Email – motion circulated

4.1 The following motion was circulated by email

Moved by Tricia Vierra and seconded by Jim Clement that Directors –

- Authorise the Secretary to release the attached letter<sup>[\*]</sup> in lieu of the letter tabled at the 5<sup>th</sup> August meeting – Agenda Item 17.2.1.
- Agree entry fees to ACA events will be reduced by 50% for players under 21 years of age irrespective of whether or not they are studying full-time, part-time, working or undertaking an apprenticeship and will be effective from 1 January 2016

[\*] Two typos were corrected and it was agreed that the letter as amended be sent to State Associations.

#### 5. Review Action Items – Wednesday 5 August, 2015

	Item	Responsibility	
6.2.1	Identification Badges to be produced and sent to Members of the Board	Treasurer	Completed
8.1	Combine the two papers that have been sent to the Board re Skype and send to Appointed Officers and Committees	Secretary/AO	Completed
9.1	Provide briefing notes for ACA Official Representatives at functions being held in Tasmania.	Secretary/AO	11 September
11.1	List of policies as distributed by email – 31 July to be prioritised and	Board Members	28 August

	Item	Responsibility	
	returned to the AO no later than Friday 28 August.		
12.5	[TReg 4] Collate final changes as suggested by the Board and distribute to the ACA Tournament and Events Committees.	Secretary/AO	Completed
12.6	TM and TR for the President's AC Eights to be notified of their appointments.	Secretary/AO	Completed
13.1.1	New documentation to be prepared ie referee accreditation/reaccreditation	Secretary/AO	Ongoing
15.1	Amounts of \$20,000 be placed in four term deposits	Treasurer	Completed
16.1	Minutes from Board meetings to be placed on the ACA website.	Secretary/AO	Completed
17.1	Inform the NCDAC and NCDGC of the Board's agreement to establish the Croquet Australia Coaching Committee,	Secretary/AO	Completed
17.2.1	Under 21 Membership category letter to be finalised	Secretary/AO	Agenda Item 4.1
19.1	Check if numbers are limited for the Men's GC Singles,	Secretary/AO	Agenda Item 12.1.1
19.2	Wording and implementation of TReg 12.7 – Dress Code to be referred to the ACA Tournament and Events Committee for their comment and recommendation	Secretary/AO	Completed
19.3	Wording of TReg 3 .2 – Eligibility to Compete to be referred to the ACA Tournament and Events Committee for their comment and recommendation.	Secretary/AO	Completed
19.4.1	Coach's Code of Behaviour to be uploaded to the ACA website.	Secretary/AO	By 24 August
19.4.2	Official's Code of Behavior to be uploaded to the ACA website.	Secretary/AO	By 24 August

## IN CAMERA

## OUT OF CAMERA

### 6. Board – Roles and Responsibilities

Nothing to report

### 7. Board Priorities

Nothing to report

### 8. Skype

Nothing to report

### 9. Board Representation at ACA Events

	Event	Dates	Representative
9.2	Australian Gate ball Championship	Thursday 4 to Sunday 6 September (Wynnum CC, QLD)	Tricia Vierra
9.3	GC Gold Medal, Men's and Women's Singles, ISS	Tuesday 15 to Sunday 27 September (Hobart and Launceston, TAS)  Gold Medal Governor's Function – 17 September Welcome Women's Singles – 17 September Mayoral Function - 22 September Presentation Dinner – 27 September	Bob Godfrey Jim Saunders Bob Godfrey Robyn Wallace Robyn Wallace
9.4	President's AC Eights	Friday 9 to Monday 12 October (Cairnlea, VIC)	Jim Saunders
9.5	National AC 'B' Level Event	Saturday 17 to Sunday 25 October (TBA)	
9.6	National GC Handicap	Saturday 1 and Friday 6 November (Deniliquin, NSW)	
9.7	AC Open Doubles and Singles Championships	Saturday 14 to Sunday 22 November (Cairnlea, VIC)	
9.8	National GC Secondary Schools Championships	Friday 27 to Sunday 29 November (Maitland CC)	Robyn Wallace
9.9	GC Trans-Tasman	Monday 30 November to Saturday 5 December (Nelson, NZ)	Robyn Wallace

9.4 It was agreed that Jim Saunders would be the ACA Representative for the President's AC Eights.

9.5 The AO, based on her earlier conversation with the Chair of the Events Committee, reported that the National AC 'B' Event was unlikely to be going ahead this year. The Board felt strongly that this tournament should not be cancelled particularly as this was a replacement for the AC Handicaps. A suggestion was made that Ballarat may be able to host this event.

## 10. Strategic Plan

### 10.1 SPWG Working Group

10.1.1 The Chair of the SPWG presented the revised Operational Plan which highlighted Action Plans that had been superseded as the delegation had been redirected to an ACA committee or to the Board. The Board agreed to the deletion of Action Plan 1.2, 4.2.5, and 4.37 from the Operational Plan. It was also agreed that the Operational Plan would be included in the papers distributed for the meeting on Monday 28 September.

## 11. Policies

Nothing to report.

## 12. Tournaments

### 12.1 GC Gold Medal, Men's and Women's Singles and ISS

12.1.1 *The Duffers Tice* – number of entries for Men's singles

The AO confirmed that there were a total of 56 places for the Men's Singles and to date 30 entries had been received.

12.1.2 Progress report on preparation of the soccer field being used for the ISS. Bob Godfrey said that members of the local organising committee met earlier in the day with the groundsmen from Launceston City Council.

Soccer is no longer being played on the field and it had been 'handed over' to Croquet Tasmania. The grass cover is quite good and it is lush and dense. The ground will be rolled, top dressed and mown several times.

Bob also said that the court fees paid by ACA to Croquet Tasmania will be split 50/50 with the soccer club.

It was also noted that a letter of thanks from ACA should be sent to the committee of the soccer club at the conclusion of the competition.

## 12.2 President's AC Eights

### 12.2.1 Wild cards

The Chair of the AC SC wrote a background paper on the number of wild cards and posed two questions. The Board agreed to increase the number of wild cards to three.

## 12.3 Inaugural GC Schools Championship

### 12.3.1 Correction *The Duffers Tice*

AO corrected the information that was given to the Board at the previous meeting and confirmed that the entries for the Schools Competition was on *The Duffers Tice*.

## 12.4 Golf Croquet Trans-Tasman

### 12.4.1 Accommodation and Airfares

The Manager of the GC TT will look after the ordering of uniforms. There was a discussion about airfares – booking and reimbursement – and it was agreed that if a return airfare was booked after 10 September the amount of the reimbursement would be capped. Players are to be encouraged to book their airfares before 10 September. The team will be holding its first practice on the 5<sup>th</sup> and 6<sup>th</sup> of September. The Board also noted that accommodation was yet to be booked.

## 12.5 Reimbursement Tournament Officials for ACA Events – 2 September

## 13. (a) Committees

### 13.1 GC Refereeing Committee Minutes

#### 13.1.1 Item 4(ii) Reaccreditation – deferred to 2 September

### 13.2 Croquet Australia Coaching Committee – Nominations – 2 September

## 13. (b) Appointed Officers

### 13.3 Reimbursement of Expenses – 2 September

## 14. WCF

### 14.1 WCF GC WC and WCF GC Under 21's GC Formal Bid – 2 September

## 15. Finance

### 15.1 Update Term Deposits

The Treasurer confirmed the term deposit that matured on 3 August was rolled over and a further \$80,000 was transferred into four term deposits on 6 August. As at 19 August total equity equals \$485,745.78.

*Secretarial Note – Don Close joined the meeting at 1656 hours.*

In addition it was agreed that an amount of \$24,293.33 be transferred from the Operating account to the Treasurer's account. (Operating account receives income; payments are made from the Treasurer's account.)

## 16. ACA Website

### 16.1 The AO reported that Croquet Tasmania had sent an email with both comments and suggestions that need to be considered by the AO and the ACA webmaster.

## **17. Appointed Officers**

Nothing to report.

## **18. Australian Sports Commission**

Nothing to report.

## **19. New Business**

### **19.1 Renaming NDU21C?**

Following the letter that was sent to the State Association on 6 August advising of the change in direction from Schools Croquet to under 21 Croquet, comments were made by some States posing a new name for the National Director.

Concern was raised that a series of emails circulating from State Secretaries could question a decision made by the Board.

After considerable discussion the Board has retained the title National Director Under 21 Croquet (NDU21C).

*Secretarial Note – Megan Fardon joined the meeting at 1729 hours.*

### **19.2 Agenda SGM – Launceston**

Croquet Australia considered the proposed agenda for the Special General Meeting that had been compiled based on the motions received from the States by the due date of Friday 14 August. It should be noted that of the six members, Croquet Victoria was the only association to respond by the due date.

The Board had a secondary discussion as to the timing of its meetings ie past practice has been to have the AGM immediately after the Eire Cup and a second face to face after the ISS but it is quite possible that only one meeting is required per annum – ie an AGM followed by a strategic meeting. Timing of this meeting should be part of the forum discussed in Launceston.

### **19.3 DRAFT ACA Board and Appointee Communication Protocols**

The Board was presented with a draft communications protocol and a few comments were made but it was agreed that it should be discussed further at the meeting on 28 September.

### **19.4 Discussion – topics for Monday 28 September**

Several topics were suggested and supporting papers are to be drafted for consideration by the Board at the meeting on 2 September.

### **19.5 Gateball in Australia – 2 September**

## **IN CAMERA**

## **OUT OF CAMERA**

## **20. Meeting Closed**

Meeting closed at 1803.

Next Meeting – Wednesday 2 September at 1600 hours EST via Skype

Action Items arising from Meeting 19 August. 2015

	Item	Action
4.1	Letter to be sent to State Associations	Secretary/AO
9.1	Provide briefing notes for ACA Official Representatives at functions being held in Tasmania by 11 September	Secretary/AO
9.4	Suggestion that Ballarat may be able to host AC 'B' event be relayed to the Chair of Events.	Secretary/AO
11.1	List of policies as distributed by email – 31 July to be prioritised and returned to the AO no later than Friday 28 August.	Board Members
12.1.1	Can entries on <i>The Duffers Tice</i> have an edit feature?	Secretary/AO
12.1.2	Soccer club to be thanked at the mayoral function; a letter of thanks to be sent from ACA to the President of the club at the conclusion of the event.	Secretary/AO
12.1.2	Reminder email to Bob Godfrey for details of the soccer club ie name, address and President's name.	Secretary/AO
12.2.1	Decision to increase the number of wild cards for the President's ACA Eights be relayed to the Chair of AC SC.	Secretary/AO
13.1.1	New documentation to be prepared ie referee accreditation/reaccreditation. Wednesday 2 September.	Secretary/AO
12.4	Accommodation and Airfares to be finalised for the GC TT Team by 10 September	Secretary/AO and GC TT Manager
16	Follow up suggestions and comments with Croquet Tasmania for ACA Website	Secretary/AO and Webmaster
19.2	Agenda for SGM to be distributed to State Associations by 21 August	Secretary/AO
19.4.1	Supporting papers for discussion topics to be drafted by 2 September	Secretary/AO