



MINUTES

Tuesday 28 March, 2017

Merino Room, The Woolstore Hotel and Apartment, Hobart

The meeting formally opened at 0923

In attendance Megan Fardon, Chair
Mike Cohn, Deputy Chair
Don Close, Treasurer
Murray Tinker
Graeme Thomas
Tony McArthur

Susan Linge, Secretary

Absent Jim Nicholls

There was no formal agenda.

The Secretary distributed draft minutes of the meeting held the previous afternoon. After a short discussion the Directors agreed that minutes should not contain movers and seconders and as such the minutes were adopted subject to this correction.

It was also agreed that minutes should be placed on the website after a draft had been circulated and Directors comments/corrections incorporated. The Secretary pointed out that past practice was for minutes to be approved at the following scheduled meeting rather than between meetings. The Board agreed that Directors receive a first draft via Dropbox and after corrections had been agreed to the minutes be placed on the website within two working days.

Comments were made about the ACA website. Directors were asked to list what they wanted to see on the website – minutes, position descriptions, policies, an attractive front page, the inclusion of colour photos and what is the ACA.

Directors wanted to know what costs would be involved for these improvements to be made to the website. The Secretary said that she would talk with ACA's webmaster and provide a report at the next meeting. Directors did acknowledge that a web re-design may need to go out to tender.

Directors requested that a reimbursement form be designed and the items that can be claimed to be clearly defined.

Directors worked out the meeting schedule for the following twelve months. It was suggested that the Board arrange face to face meetings in the States that will be hosting the next AGM and SGM and take the opportunity to interact with the management committees of these State Associations.

Proposed meeting schedule –

| | Day | Time | Means |
|---------------------------|------------------|-----------------|----------|
| Board | Thursday 4 May | 1700 hours AEST | Skype |
| Board | Thursday 1 June | 1700 hours AEST | Skype |
| with Members of SACA MC++ | Wednesday 4 July | 1400 hours AEST | Adelaide |

| | | | |
|---------------------------|---------------------------|-----------------|--------------|
| | | | |
| Board | Thursday 5 July | 0930 hours AEST | Face to Face |
| Board | Thursday 3 August | 1700 hours AEST | Skype |
| SGM plus Discussion Forum | Monday 11 September | 0900 hours AEST | Brisbane |
| Board | Monday 11 September | 1400 hours AEST | Face to Face |
| Board^^ | Tuesday 12 September | TBA | Face to Face |
| Board | Thursday 2 November | 1700 hours AEDT | Skype |
| Board ^{oo} | Sunday 10 December | 1000 hours AEDT | Launceston |
| Board ^{##} | Thursday 1 February, 2018 | 1100 hours AEDT | Sydney |
| AGM plus Discussion Forum | Monday 26 March, 2018 | 0900 hours ACST | Adelaide |
| Board | Monday 26 March, 2018 | 1400 hours ACST | Face to Face |
| Board | Tuesday 27 March, 2018 | TBA | |

++ Directors to arrive on morning of Wednesday 4 July and meet with SACA Management Committee in the afternoon – accommodation Wednesday 4 July.

^^ Directors to arrive on Sunday 10 September and depart late afternoon on Tuesday 12 September – accommodation Sunday 10 and Monday 11 September.

^{oo} Directors to arrive late Friday 8th or Saturday 9th December to watch final days play of the AC Trans-Tasman, attend tournament dinner and depart late Sunday 10th December – accommodation for either Friday 8th and Saturday 9th or just Saturday 9th December.

^{##} Directors, depending on flight times, to fly in and out on the day of the meeting.

Commitments of two Directors was noted.

Chair, Megan Fardon will be away from Sunday 4 June to Friday 30 June.

Deputy Chair, Mike Cohn will be unavailable due TR duties for the ACTT from Sunday 3 to Saturday 9 December.

Deputy Chair, Mike Cohn will be refereeing in New Zealand at the WCF AC WC from Friday 2nd to Sunday 11th February, 2018.

It was agreed that two Directors would be Croquet Australia's nominated contacts with Employsure – Megan Fardon and Graeme Thomas. Employsure to be advised accordingly.

It was noted that certificates of appreciation should be sent to the croquet clubs that were involved with the WCF GC WC and in addition it was agreed that certificates also be sent to the venues which hosted the AC Gold Medal, Men's and Women's Singles and Eire Cup.

Actions resulting from the informal discussion prior to the meeting and during the meeting –

| Action | Responsibility | Completion Date |
|---------------------------------------|----------------|--------------------|
| Discussion Website with Webmaster | Secretary | Thursday 4 May |
| Vision Statements | Directors | Friday 28 April |
| Claim Form and list of Reimbursements | Treasurer/ AO | Friday 28 April |
| Certificates | Secretary | Friday 28 April |
| Letter to Employsure | Secretary | Wednesday 12 April |
| Copies of GC U21 WC complaint letters | Secretary | Monday 24 April |

The Directors reviewed the Liaison portfolios

| Appointed Officer Role | Director Liaison | |
|---|------------------|---------------|
| | 2016 | 2017 |
| High Performance Manager – AC | Mike Cohn | Mike Cohn |
| National Co-ordinator Coaching – AC | Don Close | Don Close |
| National Co-ordinator Coaching – GC | Tricia Vierra | |
| National Co-ordinator Refereeing – AC | Mike Cohn | Mike Cohn |
| National Co-ordinator Refereeing – GC | Jim Saunders | |
| National Co-ordinator Under 21 Croquet | Tricia Vierra | Tony McArthur |
| National Co-ordinator Gateball | Graeme Thomas | Graeme Thomas |
| National Handicapper | Murray Tinker | Murray Tinker |
| Archivist | Megan Fardon | Megan Fardon |
| Representative The WCF GC Rules Committee | Murray Tinker | Murray Tinker |
| Representative International Laws Committee | Tricia Vierra | Mike Cohn |

Liaison Role – Committees

| Committee | Director Liaison | |
|---------------------------|------------------|---------------|
| | 2016 | 2017 |
| Tournament Committee - AC | Graeme Thomas | Graeme Thomas |
| Tournament Committee - GC | N/A | Graeme Thomas |
| Events Committee | Graeme Thomas | Graeme Thomas |
| AC Selection Committee | Megan Fardon | Megan Fardon |
| GC Selection Committee | Jim Saunders | Megan Fardon |

Meeting Closed 1212