



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