



MINUTES

Monday 26 March, 2018

At 1330 hours, at Croquet SA Headquarters, Hutt Rd,

1. Welcome

1.1 Introduction of new Board members, Mike Cohn and Graeme Thomas were re-elected. One position remains vacant.

2. Roll Call -

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

Executive Officer: Rob Murray

The positions were allocated –

Chair – Megan Fardon remains chair

Deputy Chair – Mike Cohn continues

Treasurer – Don Close continues

Secretary – Graeme Thomas appointed

Rob Murray appointed as new Executive Officer.

Apology -

3. Minutes

Minutes of the meetings held Thursday 15 February, 2018 were approved.

4. Business Arising from the Minutes

Outstanding actions

	Action	Responsibility	Completion
8.4 (Nov)	Website - Obtain 3 quotes	Rob Murray	See 17.1
4.1.1			
9 (Nov)	One-page summary to be completed on a strategic priority	Megan Fardon	Change to review and preparation. Use consultant – Nick Chapman
10.1	Hosting of WCF events – letter re ACWC to VCA	Graeme Thomas	

12 (Nov)	Approach potential candidates for Complaints Officer	Rob Murray	Non-acceptance by nominee On-going
15.1 (Nov)	Reporting membership and participant numbers	Graeme Thomas	Draft letter to states re best guess of participants for ASC.
20.6	Purchase Hoop Setting Step Gauges - 200	Rob Murray	Ordered
20.8	Public Officer replacement	Graeme Thomas	Completed
20.9	Arrange paperwork for changes to Directors after AGM	Tony McArthur	Completed
20.10	Replace National Handicapper	Tony McArthur	Completed
20.11	Arrange refurbishment of Trans Tasman trophy	Graeme Thomas	Completed
20.6 (Dec)	Blazer pockets to be made available for purchase. Possibility to be explored.	Megan Fardon	On-going
20.7 (Dec)	Letter to AC worlds participants congratulating them and defining our expectations.	Megan Fardon	Completed

5. Recording of Motions sent and agreed to by Email

5.1 Approval of nominees for Over 50s GC WC. Advice sent to WCF.

6. Board – Roles and Responsibilities

6.1 Meeting Schedule -

	Day	Time	Means
Board	Tuesday 27 March, 2018	9.30am	Face to Face
Board	Thursday 10 May 2018	1700 EST	Skype
Board	Thursday 14 June 2018	1700 EST	Skype
Board	Thursday 12 July 2018	1700 EST	Skype
Board	Thursday 9 August 2018	1700 EST	Skype
SGM	Monday 17 September 2018	9.30am	Face to Face
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
AGM	Monday 25 March 2019	9.30am	Face to Face
Board	Monday 25 March 2019	1400 hours ACST	Face to Face
Board	Tuesday 26 March 2019	9.30am	Face to Face

6.2 Liaison roles assigned for Appointed Officers and Committees

Appointed Officer Role	Director Liaison	
	2017	2018
High Performance Manager – AC	Mike Cohn	Mike Cohn
High Performance Manager – GC		Tony McArthur
National Co-ordinator Coaching – AC	Don Close	Don Close
National Co-ordinator Coaching – GC		Don Close
National Co-ordinator Refereeing – AC	Mike Cohn	Mike Cohn
National Co-ordinator Refereeing – GC		Mike Cohn
National Co-ordinator Under 21 Croquet	Tony McArthur	Tony McArthur
National Co-ordinator Gateball	Graeme Thomas	Graeme Thomas
National Co-ordinator Ricochet		Don Close
National Handicapper	Murray Tinker	Tony McArthur
Archivist	Megan Fardon	Megan Fardon
Representative The WCF GC Rules Committee	Murray Tinker	Tony McArthur
Representative International Laws Committee	Mike Cohn	Mike Cohn

Liaison Role – Committees

Committee	Director Liaison	
	2017	2018
Tournament Committee	Graeme Thomas	Graeme Thomas
Events Committee	Graeme Thomas	Graeme Thomas
AC Selection Committee	Megan Fardon	Megan Fardon
GC Selection Committee	Megan Fardon	Megan Fardon

6.3 Board Representation at ACA Events - see Item 18.

7. Finance

7.1 Financial Statements

Profit & Loss Statement – attached

Balance Sheet – attached

Budget v. Actuals – attached

Magazine subscription refunds being organised.

Sufficient funds – term deposit coming due. Treasurer to provide recommendation on re-investment.

Entry fees - Some entry fees not increased as planned.

Finances in line with expectations.

Credit/Debit card for Rob discussed. Low limit credit card is the best option. To be covered in finance policy.

8. Strategic Plan

Reports on planning work to date -

- 8.1 Mike Cohn - Governance.
- 8.2 Jim Nicholls - Bylaws and policy committee. Agreed to spend up to \$5,000 on rewrite by Nick Chapman.
- 8.3 Megan Fardon- Marketing. Murray Tinker has Uni of Qld working on a plan.
- 8.4 Jim Nicholls - Participation
- 8.5 Tony McArthur - Sports promotion.
- 8.6 Jim Nicholls -Sponsorship and funding.

9 Policy/By-Laws

Work in progress.

10 WCF

- 10.1 Hosting of future WCF events – status of discussions with WCF.
 - (a) 2020 AC WC – Bid document sent to WCF – Bid from VCA submitted but issue over number of players.

Letter from Secretary ACA to VCA asking for support to hold in Victoria. Aim is to retain event in Australia.
 - (b) 2021 - MacRobertson Shield in Victoria. Advise WCF.
 - (c) 2022 - WCF GC Over-50 World Championship from Northern Tasmania. Request bid from Croquet Tasmania.

11 Gateball

12 Matters Arising Appointed Officers

- 12.1 Filling of Complaints Officer position- potential nominee has said no. Rob to look at options possibly using other sports.
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13 Matters Arising from Committees and Working Groups

13.1 Tournament Committee

13.2 Actions -

13.2.1 Events Committee – Hoop setting. Board did not approve the recommendation. Mike Cohn to discuss with Peter Freer. Refer Eire Cup and ISS to Tournament Committee – should be 3 11/16. Delegates at AGM were agreed that this should be the measure.

13.2.2 Board recommended time limits should be shortened for Eire Cup to 2 hours 30 minutes.

13.2.3 Refund of fees for those who withdraw from tournaments. It was agreed discretion be applied via the events or tournaments committee.

13.3 GC Rules Committee – Consultation over new rules proposals. In process.

14. Issues from State Associations

Nil

15. Tournaments

15.1 Callum Hyland appointed as Team Manager for the Trans Tasman.

15.2 Handicap tournament. Mike Cohn will look at what we can offer Deniliquin to continue to hold the event.

16. Development Squads

Nil

17. Communication – Website, Magazine

17.1 Website quotes–Murray to be asked for final summary of quotes. Rob to investigate and make recommendation to the Board.

17.2 Magazine refunds in progress.

18. Board Representation at ACA Events

Event	Dates	Representative
AC Trans Tasman	23 to 28 April	Mike Cohn Don Close
GC Open Doubles & Singles	5 to 13 May	Tony McArthur
Patron's Trophy	9 to 11 June	Jim Nicholls
GC Gold Medal GC Mens and Womens 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

Generally attendance should be limited to 1-2 days at ACA expense.

20. Other Business

20.1 Replacement Process – Administrative Officer - completed.

Secretary role to be filled by a Board member – Graeme Thomas appointed

20.2 Marketing (Murray Tinker) - deferred

20.3 Goalsetting (Murray Tinker) - deferred

20.4 Governance, Compliance and Policy (Jim Nicholls) - deferred

20.5 Purchase of hoop step gauges – agreed to order 200. Minor change made to design and ordered 17 March. To sell for \$20.

20.6 Public Officer needed. Nick Chapman has agreed to take the position.

20.7 Replacement for National Handicapper. Gareth Denyer has agreed. Board approved.

20.8 Trans Tasman trophy has been refurbished and a carrying case built. Tournament committee to be asked to undertake an audit of trophies and highlight any needed.

20.9 Replacement flags for ACA. Await decision on logo.

20.10 Appoint National Coordinator for Ricochet - approach Linda Davies

21. Next Meeting

Thursday 10 May at 5.00pm (EST) – Skype (Rob to initiate)

22. Meeting Closed 4.30pm