



## Board Meeting Minutes 2<sup>nd</sup> May 2019, via Skype

### 1. Present:

**1.1 Board Members:** Megan Fardon (Chair), Jim Nicholls (Deputy Chair), Don Close (Treasurer), Mike Cohn, Jacky McDonald, Mary Marsland.

**1.2 Others:** Jim Clement (Secretary); Rob Murray (Executive Officer) via phone.

### 2 Opening: The Chair opened the meeting at 17:46 AEST

### 3 Adoption of Minutes of Previous Meeting: The minutes of the previous meeting, held 25<sup>th</sup> March 2019, were accepted, subject to the following amendments:

**3.1** Item 19.6 detail moved to immediately following the listing of those present.

**3.2** Dates in Item 6.1 Meeting Schedule amended to read 2020 where applicable

**3.3** Item 6.3 amended to show Jim Nicholls as ACA Representative to the AC Patron's Trophy.

**3.4** Item 19.1 amended to read March Discussion Forum in lieu of AGM.

*Secretarial Note: Minutes amended prior to posting to the website.*

### 4 Business Arising: There was no business arising from the minutes of the previous meeting, other than that already on the agenda for discussion.

### 5 Recording of Motions Agreed via Email:

**5.1** WCF Topic 78 – Membership Structure: Australia voted A1 & B1 via email

**5.2** Jim Clement appointed as Secretary to the Board.

### 6 Finance

**6.1 Financial Statements:** The Financial Statements distributed by the Treasurer on 26<sup>th</sup> April 2019 were accepted. The Term Deposit was reinvested for a further twelve months.

**6.2 Finance Committee:** Mary Marsland reported that Lorraine Smith (SACA Treasurer) had declined the invitation to join the Finance Committee.

#### 6.3 Other Financial Matters:

**6.3.1** The auditor is yet to print and deliver 2018 Financial Report. Rob to chase up. **Action: EO**

**6.3.2** State affiliation fees invoices to be payable by 31<sup>st</sup> July 2019.

### 7 Correspondence:

#### 7.1 Inwards:

**7.1.1** From Bernie Pfitzner: EoI for Australian Representative on WCF GC Rules Committee

**7.1.2** From SportAus: re NSO Recognition criteria

**7.1.3** From CNZ: re future Trans Tasman series.

**7.1.4** From Geraldton Croquet Club: bid to host 2020 Under 21 GC Championships.

#### 7.2 Outwards:

**7.2.1** To Graeme Thomas for services as ACA Secretary

**7.2.2** To North Eastern Districts Croquet Association (Victoria) re hosting 2019 ACA GC Handicap Championships.

**7.2.3** Letter of support for VCA application for grant funding of 2019 Australian Gateball Championships.

### **7.3 Business Arising from the Correspondence:**

- 7.3.1** The Board agreed to accept Bernie Pfitzner's Eol for the position of Australian Representative on the WCF GCRC. **Action: Chair**
- 7.3.2** Draft plan for securing SportAus recognition to be distributed to Board members. **Action: Sec**
- 7.3.3** Letter from CNZ to be referred to Tournament, Events and both Selection Committees, requesting comments by NLT 21<sup>st</sup> June for inclusion on agenda of 4<sup>th</sup> July meeting. **Action: Sec**
- 7.3.4** The bid from Geraldton CC was accepted. **Action: Sec**

### **8 Strategic Plan:**

- 8.1** The EO reported on his attendance at the CNSW Strategic Plan Workshop (attached at Annex A).
- 8.2** Mary Marsland had looked at the Bowls Australia Strategic Plan online which she thought may be a template for the ACA to adapt. She will forward the link to Board members. **Action: MM**

- 9 Policies/By Laws:** The EO reported that all policies except the Member Protection Policy had been received from Parbery Consulting after review. It was agreed that the Board would view electronically before accepting the policies and forwarding to State Associations for comment. **Action: EO**

### **10 WCF**

#### **10.1 Update on future WCF Events**

- 10.1.1 2020 WCF ACWC** -Mike Cohn reported that the website was now active, with basic information, and it will be progressively populated.
- 10.1.2 2021 MacRob** – Mike Cohn reported that the event would be held in Nov/Dec 2021, with Jim Clement advising that he had emailed the USCA to ascertain if there was any conflict with holding play on Thanksgiving. If there is, that day (25<sup>th</sup> November 2021) can be scheduled as a lay day between tests.
- 10.1.3 2022 WCF GC Over 50 WC** – SACA has declined to host, other States to be canvassed. **Action: Sec**

### **11 Gateball:**

### **12 Appointed Officers**

- 12.1 Coaching:** Treasurer & EO are to contact Barb Pigott regarding the National Coordinator of Coaching position **Action: Treasurer/EO**  
Secretary to write, expressing Board's appreciation of her review. **Action: Sec**

- 13 Website.** Mike Cohn emphasised that the website requires review to ascertain what requires updating. Mary Marsland reported that Graeme Thomas has offered to work on updating the website an/or to be Webmaster but would require an honorarium. It was felt that strict guidelines would be required if this offer was accepted. In the meantime, Jim Nicholls is to work with the EO to upload those policies, etc. that are available. **Action:JN/EO**

### **14 Other Business**

- 14.1 ACA Uniforms** Jacky McDonald raised the issue of uniforms for those going to compete in the WCF U21 GCWC in the UK. She and the EO are to source. **Action: JM<sup>C</sup>D/EO**
- 14.2 Sporting Schools Program.** The EO reported on his meeting with SportAus, from which paperwork is to follow. Changes requiring a Coaching System with 3 levels of coaches and a Strategic Plan which specifies working with schools means that croquet is not eligible. This is to be an item on the 4<sup>th</sup> July agenda. **Action: EO**

**15 Next Meeting:** Tentatively 6<sup>th</sup> June 2019 at 17:00 AEST via Skype.

*Secretarial Note: Megan Fardon and Mary Marsland have tendered their apologies for this date, which will mean that the meeting will not be quorate, unless the vacant Board position is filled before that date.*

**16 Closure:** The Chair closed the meeting at 19:20.

**Attachments:**

Annex A: Report on CNSW Strategic Planning Workshop

## **Executive Officer's Report on Croquet NSW Strategic Plan Workshop**

### **Attendees**

On the 26th of February I travelled to Chatswood Croquet Club for the Croquet NSW Strategic Plan workshop. The workshop was conducted by Mike McLaughlin who is a Sports Management Consultant. Also attending were members of the Croquet New South Wales Board, other key personnel of the organisation and the new Sports Development officer.

### **Purpose**

The purpose was to gather information on the strategic direction of the organisation and develop a new Strategic Plan. Prior to the workshop Mike had engaged the various Croquet New South Wales stakeholders to establish key outcomes. The workshop was designed to focus on the key areas that had been established with the stakeholders and further develop them into a working Strategic Plan. The next step in the process was for Mike to take all the information and draft a copy of the new Strategic Plan. ACA isn't involved in this process as I was only present as an observer for the day.

### **About**

Mike McLaughlin is a Sports Management Consultant who has developed Strategic Plans for 25 national and state governing bodies. Mike specialises in:

- Organisational Reviews
- Sport Capacity Development
- Sport Education Projects

More information on Mike can be found on his website: <http://mclaughlinsports.com.au/> .

### **Benefits to ACA**

During the workshop I spoke to Mike McLaughlin about the possibilities of aligning the ACA Strategic Plan with the six State Strategic Plans. Mike's thoughts are that it would be beneficial and would be happy to facilitate this process if that suits ACA. If ACA would like to have something that is separate to the States he could also assist.

### **Costs**

The costs involved for the service that Mike provided to Croquet New South Wales was \$15,000. However, approximately \$7000 was the costs associated with hiring Donna Olbourne, who is the new Sport Development officer for Croquet New South Wales. ACA would be looking at \$7-8,000 for McLaughlin Sports to put together a new Strategic Plan.

Rob Murray  
Executive Officer  
Croquet Australia