



AUSTRALIAN CROQUET ASSOCIATION
70TH ANNUAL GENERAL MEETING
Held at Forrest Par CC, Perth, Western Australia CA AGM 2019

MINUTES

Monday 25 March, 2019
Meeting commenced 9.20am

Welcome from Chair, Megan Fardon

AGENDA ITEM 1 – Roll Call

Present: Greg Rowberry (SA), Di McGivern (WA), John Stokes (QLD), Sue Beattie (Tas), Jim Clement (Vic), Rob Elliott (NSW).

ACA Board: Megan Fardon (Chair), Mike Cohn (Deputy Chair), Don Close (Treasurer), Mary Marsland, Jim Nicholls

Observers: Jacky McDonald (ACA U21 Coordinator), Max Kewish - WA observer

ACA Executive Officer: Rob Murray

Agenda item 2 – Minutes of previous AGM

2.1 Adoption of 2018 AGM minutes

Moved - Jim Clement
Second – Rob Elliott
Adopted

2.2 Adoption of 2018 SGM minutes

Moved - Jim Clement
Second – Rob Elliott
Adopted

Agenda item 3 – Business arising

3.1 Business arising from the AGM held on 26 March, 2018.

Item 11 - Adoption of reduction in playing times for the Eire Cup.
Megan Fardon stated that this reduction was well received by the players.

3.2 Business arising from SGM (Discussion Forum) held on 16 September, 2018.

Item 1 - University program – Backing given to Murray Tinker for funding for the ACA University Program.
The University Program is an ACA initiative which is being driven by Croquet Queensland.

Agenda item 4 – Reports for 2018

- 4.1 Board
 - 4.1.1 Chair's Report
 - 4.1.2 Treasurer's Reports
- 4.2 Committees
 - 4.2.1 Tournament Committee
 - 4.2.3 AC Selection Committee
 - 4.2.4 GC Selection Committee
 - 4.2.5 Events Committee
- 4.3 Appointed Officers
 - 4.3.1 High Performance Manager Association Croquet
 - 4.3.2 National Co-ordinator Gateball
 - 4.3.3 National Co-ordinator Refereeing Golf Croquet
 - 4.3.4 National Co-ordinator Refereeing Association Croquet
 - 4.3.5 National Co-ordinator Coaching Association Croquet
 - 4.3.6 National Co-ordinator Coaching Golf Croquet
 - 4.3.7 National Co-ordinator Under 21 Croquet
 - 4.3.8 Official Representative of the International Laws Committee
 - 4.3.9 National Handicapper
 - 4.3.10 Archivist
 - 4.3.11 Official Representative on the WCF Golf Croquet Rules Committee
- 4.4 Matters arising from Reports
- 4.5 Reports from the States
 - 4.6.1 Croquet Queensland
 - 4.6.2 Croquet New South Wales
 - 4.6.3 Croquet Victoria
 - 4.6.4 Croquet Tasmania
 - 4.6.5 Croquet South Australia
 - 4.6.6 Croquet West

Moved Jim Clement
Seconded John Stokes
All Reports adopted

Agenda item 5 – Special Resolution (in compliance with Clause 33 of the Associations Incorporation Act 1991 (ACT)). Proposed amendments to the Constitution.

No special resolutions received from the States.

Agenda item 6 – Other Motions of which Notice has been given.

- 6.1 'That the Australian Croquet Association Board report to Croquet State Associations within three months, that is by 25 June 2019, on:

MOTION:

That the Australian Croquet Association Board report to Croquet State Associations within three months, that is by 25 June 2019, on:

1 Progress towards qualifying for Sport Australia funding, and outstanding issues under their revised criteria.

2 Plan for ensuring that female representation on the ACA Board reaches at least 40%, in line with declared Sport Australia policy.

3 Present status of the coach qualification system and a timeline for developing coach qualifications and an examination system beyond the present Foundation level.

4 Proposed process for consulting State Associations about any changes in national policies resulting from the current review by an external consultant.

5 Timeline for consultation on the next iteration of the ACA Strategic Plan.

LODGED BY:

The Victorian Croquet Association

BACKGROUND TO MOTION:

1 According to the Sport Australia website, revised criteria are to be announced by the end of February.

https://www.sportaus.gov.au/recognition_of_national_sporting_organisations

2 National sporting bodies were supposed to have achieved the 40% by 2015. Until very recently there was only one woman on the ACA Board of seven people. There are now two, and one vacancy, so a current ratio of 33%.

In accordance with these standards, Sport Australia's position is each NSO should seek to achieve a target of 40 per cent representation of females on their boards over a similar timeframe, which Sport Australia will review pending progress and the overall skills mix of boards. Sport Australia requires NSOs to report annually on their progress on the achievement of the 40 per cent target at board level and the disclosure on gender representation at executive management level.

https://www.sportaus.gov.au/governance/mandatory_sports_governance_principles#board_composition_and_operation

3 The new coaching system was approved in 2015 and replaced the previous four-level system in 2016. It still has only one level and no declared system of developing and approving coach tutors or examiners. This does not constitute a coaching pathway and is stymieing progress in the upskilling of coaches, detrimental to the sport of croquet.

4 Noting that under the ACA Constitution State Associations are bound by ACA policies.

ACA Minutes of 5 November 2018 noted that the Policy/By Law review should be completed by the end of November 2018.

10.2 Parbury should complete other policy updating by the end of the month. Rob will circulate on receipt. Payment to be held up pending completion.

5 We were told in March 2018 that this was imminent but nothing has been sent out.

[https://croquet-australia.com.au/wp-content/uploads/2018/08/MINUTES-26-March-2018 PV.pdf](https://croquet-australia.com.au/wp-content/uploads/2018/08/MINUTES-26-March-2018%20PV.pdf)

REASON/RATIONALE FOR THE MOTION:

In general, Croquet Victoria is frustrated by the lack of information from ACA about their current plans and policies.

1 Croquet Victoria is keen to see ACA progress towards achieving Sport Australia funding. Hopefully this may help ACA support the development of elite sporting pathways and grassroots engagement across the country.

2 We assume that ultimately non-compliance with this requirement will impact on future Sport Australia funding. We also see advantages in ensuring a more diverse Board.

3 The current coaching accreditation system lacks transparency. The single level means there is no system for training coaches in advanced coaching skills and recognising those who have these skills. What other sport operates without clear advancement pathways for coaches and referees.

4 Under the ACA Constitution State Associations are required to comply with ACA policies. It would be unacceptable for ACA to adopt policies affecting its member associations without consultation. Further, the policies which are up for review are currently not available on the website. It is difficult for member states to know what the policies are and to work consistently with them.

5 No information has been circulated on the outcomes of the previous ACA Strategic Plan. Was anything achieved? What was learnt from it? What is now proposed? It would be helpful to have information about national plans and achievements which could potentially inform the development of state association plans.

FINANCIAL CONSIDERATIONS/IMPLICATIONS: These are all requests for information on ACA activities and policies. No request is being made for additional expenditure.

NON-COMPULSORY BUT VALUABLE INFORMATION.

The Executive would appreciate any details you can provide:

CONSULTATION. It would be helpful to include a comment on how the State Association canvassed this matter, and how widespread was its consultation. Croquet Victoria has several working parties and sub-committees which have sought to identify Croquet Australia policies and strategies to help them with their work.

They include:

Growing Croquet Infrastructure planning project 2020-2030. The project officer was keen to use the national strategic plan as a framework for local activity, but the most recent plan had been discarded and the new plan was not available.

Coaching. The State Coaching Coordinator has been unable to provide information on the proposed different levels in the coaching system.

Marketing. The previous ACA Strategic Plan included the development of a Marketing Strategy. This would be helpful to the Croquet Victoria Marketing and Publicity committee.

Tournament management. Several relevant policies and guidelines have been removed from the ACA website.

Strategic planning. It would be helpful to the team putting together a framework for the 2020-2025 Croquet Victoria Strategic Plan to see what the national directions are.

Croquet Victoria Council. We are facing the 40% mandatory quota locally; we have a bundle of policies we are reviewing; we are seeking to develop the capabilities of our members. It would be helpful to know what ACA is doing.

IMPLEMENTATION. Should the Motion be adopted, have your suggestions about implementation?

Information needs to be provided to member associations on a regular basis, not just in response to motions like this.

Moved – Jim Clement
Seconded John Stokes
Adopted

Action Item: Executive Officer, Rob Murray to provide States with an update on all issues by the 25th June 2019. Also provide copies of policies to States for comment.

Agenda Item 7 – Finance

- 7.1 Adoption of Financial Statements 1 January to 31 December, 2018
 - 7.1.1 Independent Audit Report
 - 7.1.2 Auditor Independence Declaration
 - 7.1.3 Financial Statements for year ended 31 December, 2018
 - 7.1.4 Profit & Loss Statement
 - 7.1.5 Balance Sheet

Financial documentation provided but not audited at time of the AGM due to a sudden illness suffered by the ACA auditor.

Motion that a SGM be convened (via Skype) in 3 months-time where ACA will present audited report to the States.

Moved – Jim Clement
Seconded – Rob Elliott
Adopted

7.2 – Adoption of 2019 Budget

Approval of the 2019 ACA Budget will be conducted electronically via email.

Moved – Jim Clement
Seconded – Rob Elliott
Adopted

Agenda Item 8 – Annual Report

Item to be deleted. Not required.

Agenda Item 9 – Election of Board Members

9.1 Clause 21.1(b)

As stated in Clause 21.1(b) three Directors are to stand down – Megan Fardon, Don Close and Jim Nicholls – and elections will be held for three positions. See Election Policy – Appendix 4. A nomination from Jacqueline McDonald has also been received for the vacant position on the Board.

A profile of each candidate is listed in Appendix 5

| Nominee | Nominator |
|---------------------|-------------------------|
| Megan Fardon | Croquet West |
| Don Close | Croquet Queensland |
| Jim Nicholls | Croquet New South Wales |
| Jacqueline McDonald | Croquet New South Wales |

9.2 Clause 21.3(d)

“If the number of nominations received for the Board is equal to the number of vacancies to be filled or if there are insufficient nominations received to fill all vacancies on the Board, then those nominated shall only be elected if they are elected by the State Associations by secret ballot, the procedure for which will be detailed in Policies. If the nominees are not elected or if there are vacancies to be filled, further nominations shall be called for at the Annual General Meeting from the floor”.

Max Kewish and Rob Murray acted as Scrutineers

All candidates were rated suitable.
All candidates were elected via vote.

Agenda item 10 - Tournament Calendar

Item deleted. Not required as Tournament Calendar is a Board decision.

Agenda item 11 – Other Business

No other business.

Chair closed meeting – 10.43am

Appendix 1

Adoption of the Minutes of the 69th AGM held on Monday 26 March, 2018 – Attached file.

Appendix 2

Adoption of the Minutes of the SGM held on Monday 17 September, 2018 – Attached file.

Appendix 3

ACA Annual Report – Final copy with audited financials to be forwarded electronically to the States and link provided on the ACA website.

Appendix 4

Election policy – Attached file

Appendix 5

Profile of each candidate – Attached file

- Megan Fardon
- Don Close
- Jim Nicholls
- Jacqueline McDonald

| Item No. | Action | Responsible |
|-----------------|--|--------------------|
| 6 | Provide update on all issues by 25 th June 2019 | Rob Murray |
| 6 | Provide copies of ACA Policies to the States for comment | Rob Murray |

Accepted as a true and accurate record

Megan Fardon
Chair, Australian Croquet Association Inc
10 June 2020