



Board Meeting Minutes 4th July 2019, via Skype

1 Present:

- 1.1 Board Members:** Megan Fardon (Chair) via phone, Jim Nicholls (Deputy Chair), Don Close (Treasurer), Mike Cohn, Jacky McDonald, Mary Marsland.
1.2 Others: Rob Murray (Executive Officer)

2 Opening: The Deputy Chair opened the meeting at 17:42

3 Adoption of Minutes of Previous Meeting:

The minutes of the previous meeting, held 2nd May 2019, were accepted.

- 3.1 Business Arising from Previous Minutes:** No further business other than what is on the agenda for discussion.

4 Finance

- 4.1 Finance report:** Financial Statements presented by the Treasurer on the 28th June 2019 were accepted.

- 4.2 Finance Committee report:** Finance Committee Report presented.

4.3 Budget for 2020 Scholarships:

- Budget for 2020 Scholarships to be increased to \$8000.
- New Scholarships to be advertised in August. Refer to Scholarship Policy for advertisement details.

- 4.4 GC Rule Books** – Credit approved for Rule Books. States that paid for the original GC Rule Books to be supplied with new editions.

- 4.5 Promotion: Board approves** University pilot program affiliation exemption.

5 Correspondence

- 5.1 Inwards:** All inward correspondence accepted and actioned further in the agenda.

- 5.2 Outwards:** All outwards correspondence accepted and actioned further in the agenda.

- 5.3 Business Arising from Correspondence:** See below.

6 Outstanding Items: see attached

7 Governance

- 7.1 Sport Australia NSO Recognition:** Application has been completed and submitted with Sport Australia. Waiting confirmation of status.

- 7.2 Submission of 2018 Annual Return:** Executive Officer to confirm with Secretary that 2018 Annual Return has been completed. **Action: EO**

- 7.3 Board Governance Training:** Mike Cohn has contacted Governance training through a company in Sydney. Cost is \$2500 plus expenses. Training to be conducted on Tuesday 17 September following the SGM. Mike and Megan to follow up and confirm booking. **Action: Mike & Megan**

- 7.4 Strategic Plan:** No further progress. Mary Marsland to provide update at the August Board meeting. **Action: Mary**

7.5 Policies & By Laws: Most of the Policies have been completed. Board to review and EO to send to States for comment prior to the September Special General Meeting. **Action: EO**

7.6 Coaching: Don Close notified the Board that Greg Bury has expressed interest in taking on the Coaching Coordinator position. Board approved Greg Bury's appointment. **Action: Don**

7.7 Board Vacancy: The Board is intending to fill the vacant position. **Action: EO**

8 Management:

8.1 Appointed Officers:

8.1.1 NCC see 7.6 Coaching.

8.2 Website:

8.2.1 Board approved funding for a webmaster. Jim Nicholls and Rob Murray to follow up on contacts. **Action: Jim and EO**

8.2.2 Scope to be written on the integration of the Gateball Australia website into the ACA website. Also inclusion of an electronic newsletter onto the ACA website. **Action: Jim and EO**

8.3 Sporting Schools Program: Update from the EO. No progress on the Sporting schools program can be made until Sport Australia confirms NSO accreditation and coaching programs.

8.4 Gateball:

8.4.1 Deception Bay Gateball Club contacted ACA EO regarding application for a new club grant. Application not yet received.

8.5 Scholarships:

8.5.1 Reports: Board to review and make decision prior to the August Board meeting.

8.5.2 Applications: Three applications received for 2019. Board to review and approve via email. EO to confirm application date. **Action: EO**

9 Events

9.1 GC Gold Medal, Men's & Women's, ISS

9.1.1 ACA Board accepts recommendations of Brian Row as Tournament Referee for the Gold Medal and Judy Stewart as Tournament Referee for M&W and ISS.

9.1.2 Social aspects – Board to leave running of social events to the relevant hosting State. **Action: EO**

9.2 GC Handicaps – Events Committee approved Twin City CC (Albury) to host 2019 GC Handicap. Date confirmed as 30th September to 4th October 2019.

Jacky McDonald to attend as ACA Board representative.

9.3 Trans-Tasman –The Board approves the recommendations from AC & GC Selection Committees. **Action: Chair & EO**

10 WCF

10.1 2020 WCF AC WC: Board approved the purchase of new ball for future international events. ACA to purchase 24 sets of balls at a cost of \$450 per set. Balls to be kept in ACA storage at Cairnlea.

10.2 2021 MacRob: AC Selection Committee to announce Squad shortly. November 2021 likely date for the event. Yet to be confirmed.

10.3 2022WCF 50+ GCWC: Croquetwest has submitted an expression of interest to host the event. ACA Board has accepted the expression of interest.

11 Other Business

11.1 Jacky McDonald raised the issue of croquet balls being stolen from Terry Ericsson's U21 training camp at Cook's River. ACA to replace with a new set. AI Mike Cohn to organise replacement.

11.2 Good luck messages sent to ACA players involved at the World Championships.

AI EO to draft message for Chair's approval.

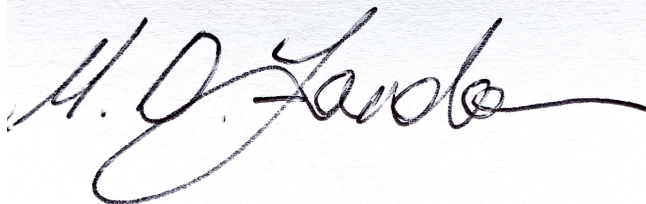
11.3 Bob Alman survey – Board to review survey and advise ACA Secretary of any issues.

11.4 Ricochet Rules Committee presented Board with draft proposal of Ricochet Rules. ACA Board didn't have time to review prior to the meeting. Board to review document and advise EO of any issues. **Action: EO**

11.5 Parbery to continue sponsorship of the AC Open. EO to liaise with Parbery and Tournament Committee regarding allocation of prizemoney. Board approves equivalent prize money towards GC and Gateball Championships. **Action: EO**

12 Close 7.24pm

Accepted as a true and accurate record



Megan Fardon
Chair, Australian Croquet Association Inc
8 August 2019

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice.

2. The second part outlines the procedures for handling discrepancies between the recorded amounts and the actual cash received. It suggests a systematic approach to identify the source of the error.

3. The third part provides a detailed breakdown of the monthly financial statements, including the balance sheet and the profit and loss account.

4. The final part concludes with a summary of the overall financial performance for the period and offers recommendations for future improvements.

J. P. [Signature]