



## MINUTES OF BOARD MEETING

Held Monday, 16<sup>th</sup> September 2019  
At Victorian Croquet Centre, 65 Nobel Banks Drive, Cairnlea Vic 3023

### 1. Attendance:

- 1.1. **Directors:** Megan Fardon (Chair), Jim Nicholls (Deputy Chair), Don Close (Treasurer), Mike Cohn, Jacky McDonald and Mary Marsland (members)  
1.2. **Officers:** Jim Clement (Secretary), Rob Murray (Executive Officer).

### 2. Opening: The Chair opened the meeting at 12:45

### 3. Adoption of Minutes of Previous Meeting: 8<sup>th</sup> August 2019. Accepted

#### 3.1 Business Arising from Previous Minutes.

Item 4.1 – Resolved that the Financial Report of 8 Aug 19 be accepted.

Resolved that the next matter be considered *in camera*.

Item 10.3 – Copy of Victorian bid document for 2020 ACWC provided to Croquetwest as template for 2022 WCF GC 50+ bid.

### 4. Finance

4.1. **Finance Report:** The Treasurer spoke to his report, noting that actual expenditure for the Financial Year will be well under the budgeted amount. Resolved that the Financial Report be accepted.

4.2. **Finance Committee Report:** Jim Nicholls spoke to the Finance Committee Report, which included a submission from the HPM-AC.

Resolved that the Financial Report and the Finance Committee Report be accepted.

HPM-AC Report to be forwarded to HPM-GC for comment.

**Action: Sec**

Resolved that Affiliation Fees and International Levy both be increased by 50 cents for FY 2020.

**Action: Treasurer**

Resolved that payment of WCF GC Team members claims to attend Victorian Open Championships already received is approved; further that Finance Committee devise procedures for expenditure of team training funds.

**Action: DC/JN**

Resolved that Robert Fletcher be refunded 50% of the entry fee following his withdrawal from ACA GC Men's Championship.

**Action: Treasurer**

### 5. Correspondence

#### 5.1. Inwards

From SportAus, recognition as NSO

#### 5.2 Outwards

To Ed Wilson, re U21 Championships

To Barry Hayden, re CNZ Junior Development Program

To Sport & Recreation Victoria acknowledging VCA hosting of 2020 WCF ACWC

To WCF S-G & Chair, WCF ACLC querying introduction date of new AC Laws

Secretary to write to CNZ re TT program

**Action: Sec**

## 6. Outstanding items

Resolved that 2018 Annual Return be lodged with the Audited Financial Statements and a covering letter explaining the inaccuracies in the Independent Audit Report. **Action: Sec**

Resolved that Assurance Matters be appointed as auditors for FY2019 accounts.

Resolved that future Australian Uniform tracksuits to be supplied by Abruchi Pty Ltd

Resolved that up to 100 "bucket hats" & 100 caps be purchased subject to price and entrants to ACA U21 events be provided with a bucket hat. **Action: EO**

## 7. Governance

**7.1. Sport Australia NSO Recognition:** Received 13<sup>th</sup> September 2019.

**7.2. Strategic Plan:** Mary Marsland reviewed current Strategic Plan. Established that the current plan is more of a Business / Operational plan. EO to modify the current Strategic Plan into a Business Plan by correcting and reviewing applicable dates. **Action: EO**

Board discuss key points that should be the overarching elements for the new Strategic Plan. They are:

- Governance
- Participation
- Image
- Capacity

EO to review State Strategic Policies and extract key point to ensure they are covered in the new ACA Strategic Plan. **Action: EO**

**7.3. Policies:** Sec to draft pro-forma for comments on draft policies and circulate to states, committees, etc. with answers requested by end October. **Action: Sec**

**7.4. Updating of ACA Details with Regulatory Bodies:** Secretary to ensure these are up-to-date.

**7.5. Board Vacancy:** The Chair advised that Ian Smith declined to join the Board.

## 8. Management

**8.1. Scholarships:** to be advertised. **Action: EO**

**8.2. Website:** Webmaster being sourced. **Action: EO**

## 9. Events

**9.1. 2019 GC Championships (GM. M&W, ISS):** Reports are being put on VCA website.

**9.2. 2020 U21 Championships:** Closing date now mid-November.

Resolved that ACA contribute \$100 to each WA entrant and \$500 for each entrant from other states to subsidise travel to this event.

Resolved that position title be changed from National Coordinator of U21 Golf Croquet to National Coordinator of U21 Croquet.

## 10. WCF

**10.1. 2020 WCF AC WC:** Organising Committee meetings continue. New balls received, requests for purchase of old balls being received.

**10.2. 2021 MacRob team update:** Nothing forwarded from the selectors.

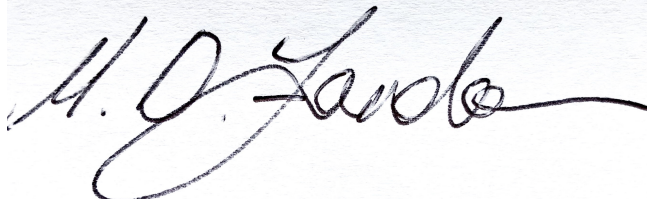
**10.3. 2022 WCF 50+ GCWC:** Eol submitted to WCF, awaiting reply.

**11. Close:** The Chair closed the meeting at 15:13

**12. Next Meetings–** 17<sup>th</sup> October 2019 5 pm AEDST via electronic means  
15<sup>th</sup> November 2019 10 am at VCC

**Attachments:** Profit & Loss Account & Balance Sheet as at 13/9/2019

Accepted as a true and accurate record

A handwritten signature in black ink, appearing to read 'M. J. Fardon', written over a light grey rectangular background.

Megan Fardon  
Chair, Australian Croquet Association Inc  
17 October 2019