



## BOARD MEETING MINUTES

Wednesday, 21<sup>st</sup> July 2021 via Zoom

### 1. Attendance:

- 1.1. **Directors:** Jim Nicholls (Chair), Mary Marsland (Deputy Chair), Max Kewish, Barbara Northcott, Alison Sharpe, Kerri-Ann Organ, Bernie Pfitzner
- 1.2. **Officers:** Jim Clement (Secretary), Rob Murray (Executive Officer)
- 1.3. **Others:** Greg Bury (Academy General Manager) from 19:46 to 20:42
- 1.4. **Apologies:** Kah Yang Loke (Treasurer)

### 2. Opening: The Chair opened the meeting at 18:06 AEST

### 3. Declaration of Directors' Interests:

- Max Kewish – President, Croquetwest
- Kah Yang Loke - Employee of a sponsoring business
- Alison Sharpe – Principal of a Croquet coaching business
- Kerri-Ann Organ – Employee of a sponsoring business

### 4. Adoption of Minutes of Previous Meetings: Resolved to accept the minutes of the meetings held 16<sup>th</sup> June 21 and 7 July 2021 as true and accurate records.

*Mary Marsland joined the meeting at 18:06:30 AEST*

### 5. Finance Reports:

5.1. **Treasurer's Report:** The Chair spoke to the Treasurer's Report, in his absence.

Resolved to accept the Treasurer's Report, attached at Annex A.

5.1.1. **Suggested better practice:** Treasurer recommends that:

5.1.1.1. All claims and invoices be directed to the Finance Officer at

[finance@croquet-australia.com.au](mailto:finance@croquet-australia.com.au)

5.1.1.2. Consolidate the two bank accounts into one

5.1.1.3. Corporate credit card to be retrieved from Don Close. **Action: EO**

It was agreed that further investigation be carried out as to the need of and use to such a card would be put, prior to cancellation. The possible requirement of a corporate debit card by the Academy GM was raised and queried.

Resolved to authorise the changes.

5.1.2. **Business Arising from Treasurer's Report:**

### 6. Correspondence:

#### 6.1. Inwards:

6.1.1. 9/7/21 from Asahi Beverages re Club Connect

#### 6.2. Outwards:

6.2.1. 10/7/21 to State Secretaries, Board Directors, ACA Committee Chairs, ACA Auditor – Formal Notice of SGM 13/9/21 and call for Notices of Motion

6.2.2. 13/7/21 to Croquet SA re Country Casual Membership

6.3. **Business Arising from Correspondence:** Offers from companies to be put before the Board prior to circulating to clubs. **Action: Sec**

### 7. For Decision:

#### 7.1. Management:

7.1.1. **TRegs:** Resolved to accept the amended Tournament Regulations which were amended to reflect changes in AC Laws 7<sup>th</sup> Ed, GC Rules 5<sup>th</sup> Ed and to include Gateball. **Action: Sec**

## 7.2. Events:

7.2.1. **Application for Funding to Attend Aust Gateball Championship:** Resolved to accept the application for scholarship for Woodville club to attend the Australian Gateball Championships and grant \$1000.

7.2.2. **ACA GC U21 Championships:** Resolved to fund up to \$4000 for an U21 Squad to be organised by the NCU21C.

## 8. For Discussion:

### 8.1. Governance:

8.1.1. **Review of Governance Documents:** Constitution has not been fully reviewed since adoption in 2015, most policies are more recent, but require that a program of periodical review be formulated.

8.1.2. **Risk Management:** The Risk Management Plan has been structured to accord with the Strategic Plan. The committee requests feedback from Directors, by the next monthly board meeting, 18<sup>th</sup> August 2021. **Action: All**

A meeting of the Board to workshop the plan be scheduled for 14<sup>th</sup> September 2021 to follow the SGM/Discussion Forum and Board meeting in Launceston on 13<sup>th</sup> September 2021 and Geoff Crook be invited to attend. **Action: Sec**

8.1.3. **20 Year Plan:** The Executive Officer spoke to his work on the 20 Year Plan and is to circulate to Directors. **Action: EO**

### 8.2. Events:

8.2.1. **GC Gold Medal, Men's & Women's Championships, and Interstate Shield - Appointments:** Resolved to accept the recommendations and appoint:

- Leigh Herington as the TM for the Gold Medal, the Men's & Women's Championships and the ISS at the Northern Tasmania Croquet Centre, with
- Ian Smith as the TM for the Men's & Women's Championships and the ISS at Latrobe CC.
- Hugh Denny as TR for all events.

8.2.2. **2022 WCF U21 GCWC Representation:** Resolved that the selection policy be applied to selection of representatives for this event. NCU21C & NCC to advise the GC Selection Committee following a training/coaching weekend.

### 8.3. WCF:

8.3.1. **Topic 96: Consultation on World championship Frequency:** The Board disagreed with the concept of a World Championship in any code being held only each four years and felt that all championships should alternate between the Northern and Southern hemispheres.

*Greg Bury joined the meeting at 19:46 AEST*

## 9. For information:

9.1. **Outstanding Action Items:** The Outstanding Action Items List was reviewed.

### 9.2. Reports

9.2.1. **Secretary's Report:** attached at Annex B

9.2.2. **EO's Report:** attached at Annex C

9.2.3. **Academy GM's Report:** attached at Annex D

**9.2.4. Business Arising from Reports:**

**9.2.4.1.** Resolved that a national database and online club help system be developed.  
A contract be developed for John Hayes of Coaching Cohort to carry out this work.

**9.2.4.2.** Resolved that a youth training program to be held with state coordinators at a later date, when safe to do so.

**9.2.4.3.** Resolved that Greg Bury can purchase shirts with ACA & Academy logo.

*Greg Bury left the meeting at 20:42 AEST*

**9.3. WCF**

**9.3.1. Topic 90 Ranking Regulations:** WCF S-G advised that the draft Ranking Regulations were accepted by 36 votes to nil.

**10. Next Meetings:** Wednesday, 28<sup>th</sup> July 2021 at 5:30 pm AEST via Zoom<sup>1</sup>  
Friday 13<sup>th</sup> August 2021 at 6 pm AEST via Zoom<sup>2</sup>  
Wednesday, 18<sup>th</sup> August 2021 at 6 pm AEST via Zoom  
Monday 23<sup>rd</sup> August 2021 at 6 pm via Zoom<sup>3</sup>  
Friday, 3<sup>rd</sup> September 2021 at 6 pm via Zoom<sup>4</sup>  
Monday, 13<sup>th</sup> September 2021 at NTasCC, St Leonards, Tas?<sup>5</sup>  
Saturday, 16<sup>th</sup> October 2021 at 6 pm via Zoom<sup>6</sup>  
Wednesday, 20<sup>th</sup> October 2021 at 6 pm via Zoom  
Wednesday, 17<sup>th</sup> November 2021 at 6 pm via Zoom  
Wednesday, 15<sup>th</sup> December 2021 at 6 pm via Zoom

**11. Close:** The meeting closed at 20:43 AEST

**Attachments:**

Annex A	Treasurer's Report
Annex B	Secretary's Report
Annex C	Executive Officer's Report
Annex D	Academy General Manager's Report

Accepted as a true and accurate record



JL Nicholls  
Chair, Australian Croquet Association Inc  
18 August 2021

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<sup>1</sup> To decide go/no go for GC Gold Medal, Men's & Women's Championships, and Interstate Shield, 1-12 Sep

<sup>2</sup> To decide go/no go for Australian Gateball Championships, 17-19 Sep

<sup>3</sup> To decide go/no go for GC Handicap Championships, 27 Sep – 1 Oct

<sup>4</sup> To decide go/no go for President's AC Eights, 8-11 Oct

<sup>5</sup> Dependant on decision made at 28 July meeting

<sup>6</sup> To decide go/no go for AC Open Doubles & Singles, 20-28 Nov