



BOARD MEETING MINUTES

Wednesday, 15th December 2021 via Zoom

1. Attendance:

- 1.1. **Directors:** Jim Nicholls (Chair), Mary Marsland (Deputy Chair), Kah Yang Loke (Treasurer), Max Kewish, Barbara Northcott, Alison Sharpe, Bernie Pfitzner (*joined at 18:20 AEDT*)
- 1.2. **Officers:** Jim Clement (Secretary), Rob Murray (Executive Officer)
- 1.3. **Others:** Greg Bury (Academy General Manager) *from 19:29 to 20:01 AEDT*
- 1.4. **Apologies:** Kerri-Ann Organ,

2. Opening: Chair opened the meeting at 18:06 AEDT

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

4 Adoption of Minutes of Previous Meetings:

- 4.1 Resolved that the minutes of the 17th November 2021 be accepted with the addition of: "Item 8.2.5.4 Paid advertising in online magazine approved." (*Secretarial note: amended minutes posted to website.*)
- 4.2 Resolved that the minutes of the 1st December 2021 meeting be accepted.

5 Finance Reports:

- 5.1. **Treasurer's Report:** Kah Yang spoke to his report, resolved to accept the Finance Report, which is attached at Annex A.

Bernie Pfitzner joined at 18:20 AEDT

5.2. Finance Committee 29 Nov 21 Meeting Minutes:

5.2.1. Business Arising from Finance Committee Minutes:

5.2.1.1. Resolved to keep the affiliation fee for 2022 at the 2021 level of \$32 per member.

5.2.1.2. Resolved to rename of Budget Committee to Budget Sub-Committee

5.3 Honoraria: Resolved to pay honoraria to the following for the Association's 2021 FY.

- Board Directors (7); Committee Chairs – Events, U21, Gateball, WCF Rep; \$250 each – total \$2750
- Asst Nat Coaching Coordinator - \$1000
- Secretary - \$3000
- Treasurer - \$500

Total amount 2021 - \$7250.

Action: Treasurer

Kah Yang Loke left the meeting at 18:46 AEDT

6 Correspondence:

6.1. Outwards:

- 20 Nov 21 – to Sport & Rec ACT in support of Canberra CC grant application
- 6 Dec 21 – to State Presidents & Secretaries; letters re National Membership Database from Board Chair and Chair of Events Committee.

7 For Decision:

7.1. Governance:

7.1.1. **Amended Governance Documents:** Resolved to accept the reworded Appointed Officer, Committee and Working Group Policy and the Budget Sub-committee Terms of Reference. **Action: Sec**

7.1.2. **Rescheduling/Cancellation of Events Policy:** Resolved to adopt the Rescheduling/Cancellation of Events Policy. **Action: Sec**

7.2. Management:

7.2.1. **NCGb paper on ACA, WGU & Gateball Australia:** The Board agreed that legal advice would be sought regarding this paper, and protection of ACA Board members. **Action: EO**

Secretary to seek clarification of membership of affiliated clubs by office bearers of the AGU. **Action: Sec**

7.2.2. **Covid Vaccination Requirements:** The Board resolved that all participants and spectators to ACA events abide by the Health Orders &/or requirements of the hosting state, Local Government Authority and venue.

Greg Bury joined the meeting at 19:29 AEDT

7.2.3. Coaching Qualifications:

7.2.3.1. **WWCC:** The Board agreed that coaching applicants must hold a WWCC as at the first day of the coach training course.

7.2.3.2. **Recognition:** The Board agreed that only ACA accredited coaches are recognised and qualified to coach at all levels.

7.2.4. **Through The Hoops:** Legal advice to be sought regarding the ownership of the latest version of this publication. **Action: Chair**

Greg Bury left the meeting at 20:01 AEDT

7.3. WCF:

7.3.1. **Topic 101 – Election of Independent Examiner:** Resolved that the Secretary cast Croquet Australia's votes in favour of Brian Havill. **Action: Sec**

7.3.2. **Topic 102 – Draft 2022 Budget for Adoption:** Resolved to vote in favour of the adoption of the draft budget. **Action: Sec**

7.3.3. **Topic 98 – Amendments to Events Regulations and Statutes:** Resolved to vote in favour of adoption of the revised Statutes and Event Regulations. **Action: Sec**

8 For information:

8.1. **Outstanding Action Items:** *list, updated as at 1 Dec 21, in Dropbox*

8.2. Reports

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

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

8.2.2.1. Mary Marsland to request Croquet SA formally address

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

8.3. Committee Minutes:

8.3.1. Finance Committee meeting of 29 Nov 21 *copy in Dropbox,*

8.4. WCF:

8.4.1. **Topic 99:**

8.4.1.1. **Election of Treasurer:** The WCF S-G has advised that Peter Payne (Switzerland) was elected by 39 votes to 9.

8.4.1.2. Election of MC Members: The WCF S-G has advised that Begoña Elizaburu Peres de Guzman (Spain), Graeme Roberts (NZ) and Roberts Stafeckis (Latvia) have been elected.

8.5. Media Releases, etc:

8.5.1. Media Release, 8 Dec 21, SportAus on-line Director Education Course

9 Next Meetings: Wednesday, 19th January 2022 at 6 pm AEDT via Zoom
Wednesday, 16th February 2022 at 6 pm AEDT via Zoom
Monday, 21st March 2022– AGM, Discussion Forum & Board Meeting, Sydney, timings and venue TBA.

10 Close: The Chair closed the meeting at 20:12, wishing all Board members a safe holiday season.

Attachments: Annex A – Finance Report
Annex B – Secretary’s Report
Annex C – Executive Officer’s Report
Annex D – Academy GM’s Report

Accepted as a true and accurate record



JL Nicholls
Chair, Australian Croquet Association Inc
19 January 2022