

1. Attendance

- 1.1 **Directors:** Jim Nicholls (Chair), Max Kewish, Pat Habner, Nick Chapman, Sarina Cevaal-Hewitt, Barbara Northcott, Claire Keating
- 1.2 **Officers:** Kristie Middleton
- 1.3 **Apologies:** None

2. Opening

The Board Meeting commenced at 6.00pm.

The Chairperson Jim Nichols acknowledged the traditional owners of the land on which this meeting was being conducted across Australia.

2.1 Declaration of Directors' Interests:

- Pat Habner – President, CAQ
- Claire Keating – Treasurer, VCA
- Nick Chapman – Director of sponsoring company, potential service provider
- Sarina Cevaal-Hewitt – VCA Secretary, Twin City Croquet Club Secretary

3. Minutes of the Previous Meeting

3.1 Ratification of Flying Minutes

The Directors noted ratification of the following Flying Minutes:

27/10/2023: The Board of Croquet Australia resolved to set the 2024 affiliation fees as \$36.00 for an adult member and \$12.00 for a junior member. Unanimous.

3.2 Minutes of the Previous Meeting

The Directors noted the previous minutes dated 20 September 2023.

RESOLUTION: The Board Resolved to accept the Minutes of the Previous Meeting dated 20 September 2023.

Moved by Max Kerwish, seconded by Jim Nicholls.

4. Financial Reporting

4.1 Finance Report

The Board noted the Finance Report(s) and verbal updated provided).

4.2 – 4.5 Finance Report(s) – Balance Sheet, Profit and Loss, Aged Payables and Aged Receivables

The Board noted the Finance Reports.

5. Agenda Items

5.1 Positive Duty under the Sex Discrimination Act

The Board Noted the papers provided by Director Nick Chapman.

RESOLUTIONS: The Board instructs the CEO to ensure compliance with this requirement by no later than mid-December 2023.

5.2 Budget

The Board noted the updated from the CEO Kristie Middleton and Treasurer Claire Keating.

5.3 Special General Meeting – Discussion

The Board discussed the Special General Meeting held on 1 November 2023 regarding the 2023/2024 Affiliation Fee(s).

5.4 Brand Update Project

The Board were updated on the Brand Project, see Actions.

5.4 Croquet Australia Operational Plan

The Board Noted the CA Operational Plan, presented by the CEO.

5.6 Sarina Cavaal – Hewitt

The Board Noted the items raised by Sarina, noted in actions.

Director Claire Keating left the meeting at 7.54PM.

6. Next Meeting

The Directors noted the next meeting is set for 22 November 2023

7. Close

The meeting closed at 8.09pm.