



## MINUTES of ORDINARY MEETING OF COUNCIL

Saturday 7th March 2015

Concordia Club,  
Tempe.

1. Meeting opened 10.15 am
2. Attendance and Apologies

**Executive Present:**

*President: Tony McArthur*

*Secretary: Steve Thornton*

*Treasurer: John Eddes*

DELEGATES:	NON-DELEGATES:
Ballina Cherry St: Robyn Compton	David Archer: Website
Bathurst: Bill Haines	
Chatswood: Richard Thomas	
Branxton: J.McDonald	
Dungog: Pam Gentle	
Eastwood: Margaret Foster	APOLOGIES:
Myall Park: Peter Smith	VP: Brenda Wild
Nelson Bay: Steve Thornton	IPP: John Compton
Orange City: Helen James	Blue Mountains
RSGC: Joan Dobell-Brown	<i>Wagga Wagga: Jim Nicols</i>
Strathfield: Heather Smallbone	<i>Urunga: Barb Pigott</i>
Sutherland: John Eddes	<i>Gloucester: Phil Sage</i>
Sydney: Wendy Fothergill	<i>Taree: Jan Sage</i>
EDSACC: Pauline Wood	<i>Cammeray: David Stanton</i>
Jamberro: Harry Howe	<i>Blue Mountains: proxy to President</i>
Killara: Lindsay Munro	
Macquarie City: Bev Smith	
Maitland: Peter Smith	
Manly: Dawn Gibson	
Marrickville: Roberta Flint	

**3. Minutes of the previous meeting held on 7<sup>th</sup> December 2104.**

*Motion to accept minutes as a true and accurate record of the meeting put by Macquarie City/seconded by Ballina Cherry St. Motion carried*

**4. Business arising from the previous minutes**

**4.1. Croquet Banners.** Initial batch delivered. Clubs able to order in near future.

Cost will be \$100 per banner incl. postage and handling. \$60 of the real cost of \$160 each will be subsidised by CNSW. CNSW banners will be available for Clubs hosting CNSW event as long as able to get them there. Details of how to purchase to be advised shortly.

**4.2. Improvements to Tempe.** Players area and new equipment shed noted by Tony to be significant improvements. Pictures of same in current newsletter.

*Motion: A vote of thanks to John Eddes and Alison Sharpe for their efforts in progressing the improvements was put by Marrickville and seconded Dungog. Unanimously endorsed.*

**4.3. Tempe / HQ Future Directions working group.** Final report from group submitted to Executive. Report was circulated to Clubs prior to this meeting. For discussion at Club level and agenda of next Council meeting. Tony noted there is no clear path indicated from the report and while individuals will have personal views it is important to get some additional feedback from members before progressing discussion.

**5. Reports and Executive matters**

**5.1. Presidents Report:** Tony advised he had visited 12 clubs to date and wishes to continue with visiting clubs and meeting members. Acknowledged the enthusiasm of the Executive team. Also noted success of the Australia Day “croquet Rocks” event, thanking all volunteers for their efforts (see newsletter). Report also identified need to look to further development of a program for younger players having noted the strength of the NZ team at the recent Worlds in NZ. Wished all NSW/ACT participants in the upcoming national events best of luck.

**5.2. Treasurer’s Report:** Expenditure generally on track with budget. John tabled an supplementary lawn maintenance report as there has been some additional expense in preparation for the Nationals. Key items to note:

- Membership remains around the 3,000 mark but affiliation fee actuals up on budget
- National championship figure estimates and will blow out as CNSW had been unable to get support for a Civic Reception so will need to cover costs of welcome function (to be held in Chatswood). This will result in a loss of \$2,000 as opposed to a surplus of \$1,000. Will need to consider re next hosting in 6 years.
- Additional item of expenditure in “other” relates to gift for John Eddes on his life membership.
- Cost for admin assistant are decreasing due to the increase in E-Business.

- Clarified that “lawn hire” in income is for use of Tempe lawns, and in expenditure is for CNSW use of other club lawns.

**Motion:** John Eddes put motion to maintain CNSW affiliation fees at same levels for 2015/16 as for 2014/15.

Clarification was sought by Jackie as to if CNSW was going to offer a junior affiliation. John advised that as Croquet Australia does not have a junior fee and that the bulk of the affiliation goes to Croquet Australia that CNSW does not offer. Clubs themselves may however choose to subsidise memberships. CNSW will continue to put this view to ACA.

Clarification was sought by Wendy as to why the differential between city and country membership remained when the rationale for same was that city players had greater access to competitions but in recent years more competitions are being played regionally so this is no longer the case. John stated this had been noted and needed to be worked through with the Exec.

There was considerable discussion on this motion re need for CNSW to consider need for increasing expenditure in development of players and professionalising administration. The discussion acknowledged this but also noted need for clear rationale for increase to be put to Council eg plan around junior player development as the need for the increase was unclear given. Some delegates also noted there was membership concern re “what does CNSW do for them” and that this may need to be addressed with any proposal for fee increase. Tony acknowledged this and is planning on putting out information on this.

**Motion was put to a vote with 11 delegates supporting the motion to maintain all affiliation fees at 2014/15 levels with 9 delegates voting against the motion. Motion was carried in the affirmative ie no increase.**

## 6. Committees and Officers

**6.1. Report.** Submitted reports are attached.

**6.2. Website report.** David Archer (webmaster) & Steve Thornton. David gave demonstration of proposal around putting administrative functions through the web site (see report for details) which gave rise to much discussion. Key message to Clubs at this stage is that the proposal is to use the web as a tool for administrative activities, streamlining and given some control to Club secretaries. CNSW is cognisant of possible privacy concerns of members so will consult more before any significant changes are made to current practice. Access at this point is to be only for CNSW Executive and Club secretaries or their delegates. At some point in the future the web may be able to be used in place of the year book and other manual data collections activities. David will continue to liaise with Steve and the Exec on further development and keep Council informed. The presentation and progress was applauded by delegates present.

**6.3. Schools Report (see attached).** Jackie spoke to the report and added she would like to be invited along when Clubs are having schools functions. For the future she would also like to see regional level competitions and to engage with universities which have PE in the curriculum, noting Strathfield Club already engages with the Australian Catholic

Uni. Newcastle and Wollongong also have PE in the curriculum. Jackie also circulated information on the working with children checks, who needs them and what the exemptions are (see attached or for more information go to the <http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check>). Also provided information re the establishment of a procedure for CNSW to be the “employer” for the purpose of validation of the check once presented, see attached. Jackie also noted there are some mini mallets now at Tempe suitable for young people (infants even) that Clubs may be able to borrow for events.

**6.4. Pennants.** Robyn Compton reported that information on the GC pennants had been sent and closing date is 17/3/15. Entry separate to entries for AC which would have been sent out by David Stanton.

**6.5. Matters arising from reports: nil further**

## **7. Correspondence**

### **7.1. Correspondence In.**

- Letter from Ballina Cherry St re allocation of 2015 Div 3 that was held at Toronto. Robyn stated no application had been received from Ballina Cherry St. She, as their delegate, would follow up. Letter was noted as an early EOI for next time as well.
- Emails from ACA informing that Liz Fleming and Greg Bury had resigned from their Officer Position

### **7.2. Correspondence Out.**

No significant correspondence.

## **8. Business arising from the correspondence.**

No business arising.

## **9. General business.**

**9.1. Proposed new ACA Constitution.** Notice of motion by President distributed to states for voting at March AGM. CNSW Exec is supporting the motion. Noted

**9.2. Agenda and nominations for ACA Executive – no discussion**

## **10. Other Business**

**10.1. Notice of motion from Urunga re travel allowance for CNSW instructors.** This motion had not been considered by the Executive so will go back for consideration before next general meeting. Proposed that if change is endorsed the date of commencement can be backdated to this meeting date.

**10.2. Use of ‘The Duffers Tice’ website for entering certain CNSW events.** Positive progress/will work for the longer term.

- 10.3. Merchandising.** Brenda Wild has taken over merchandising role. Has arranged for NSW branded hats and polo shirts to be costed.
- 10.4. Progress on modifications to website.** As per report above.
- 10.5. Application for Vice Regal Patronage.** Submitted in late 2014, no response to date.
- 10.6. Responses to requests to clubs for information.** Secretary thanked those club who responded noting that approx. 50% of clubs responded, which for NSW Govt statistics was insufficient. Noted use of data base in the website above would streamline data collection requirements.
- 10.7. NSW Constitution.** Will need changes as a result of ACA adopting a new constitution. John and Steve working on this which will introduce policies to replace by-laws.
- 10.8. CNSW Business Plan.** Has not been reviewed in the last 18 months. This review needs to commence as soon as possible and will be an item for the next Council meeting.

#### **11. Work in Progress**

- 11.1.** Development of document giving Criteria for Clubs to host CNSW Events: no progress
- 11.2.** Update of Selection Policy - no discussion
- 11.3.** Register of club members who have completed the 'Working with Children' check. Same is being kept – see Jackie's school report and attachment.
- 11.4.** Draft Volunteer and other Policies - no discussion
- 11.5.** Coordinated regional coaching/refereeing workshop/training calendar for 2014-15 for both AC and GC
- 11.6.** Robyn raised concern re ACA change of event dates and the impacts on state representation. Five events have been changed since first calendar in July 2014 and confirmation in late January problematic.
- 11.7.** Secretaries Information Pack and Email protocol - no discussion

**Meeting closed 12.10pm**

<b>CROQUET NSW INCORPORATED</b>				
<b>Financial Accounts for period ending 28/2/15</b>				
	<b>2013/2014</b>	<b>2014/2015</b>	<b>February YTD</b>	
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Actual</b>
<b>INCOME</b>				
Affil Fees	123695.50	122500.00	121500.00	123527.00
Tournaments	10630.00	10500.00	7000.00	6670.00
Brochures, Posters, Handbook	30.00	50.00	50.00	22.00
Year Book	2308.00	2300.00	2300.00	2648.00
Grants	16500.00	16500.00	0.00	0.00
Coaching	2995.00	3000.00	1800.00	1930.00
Refereeing	1230.00	1200.00	700.00	575.00
Lawn Hire	245.00	200.00	100.00	136.40
Presentation Day	1456.00	1500.00	1500.00	1440.00
Gala & Open Days	0.00	0.00	0.00	0.00
Raffles	0.00	100.00	100.00	80.00
Catering	191.40	200.00	150.00	28.90
Interest	1589.84	1500.00	0.00	199.24
Insurance Levies	9408.00	9500.00	8700.00	8661.00
Donations	0.00	0.00	0.00	
National Championships	783.00	1000.00	0.00	2025.00
Other Income	83.30	0.00	0.00	12.30
<b>Total Income</b>	<b>171145.04</b>	<b>170050.00</b>	<b>143900.00</b>	<b>147954.84</b>
<b>EXPENSES</b>				
Affil fees to CA	69278.00	73500.00	0.00	0.00
Other CA charges	755.00	1600.00	1600.00	1655.01
Lawn Maintenance	30700.80	30000.00	20200.00	17311.10
Surrounds	225.00	500.00	250.00	165.00
Admin Sal/Super	5090.59	5200.00	3225.00	2452.96
Printing	1929.40	800.00	400.00	308.00
Stationery	1016.36	1000.00	600.00	101.63
Postage	1298.79	1300.00	850.00	1419.60
Telephone	629.31	700.00	440.00	463.71
Catering & House Expenses	416.91	600.00	300.00	0.00
Presentation Day	1474.00	1500.00	1500.00	1500.00
Gala day	0.00	0.00	0.00	24.00
Filing fees	52.00	50.00	50.00	53.23
Newsletter	3060.20	3100.00	1550.00	1606.00
Coaching	2420.86	3000.00	2000.00	2329.48
Referees	1427.51	1600.00	1050.00	1993.79
Lawn hire	2750.00	2800.00	1400.00	2125.00
Computer Exps	1496.23	600.00	450.00	386.95
Repairs & Maint	3645.47	8500.00	7000.00	7136.40
State teams & devel squads	8586.89	8720.00	5275.00	5103.61
Schools Grants & Comp	2595.85	2500.00	300.00	303.16
Cost Year Books	2505.80	2500.00	2500.00	2959.00
Trophies	2218.54	2200.00	2200.00	2565.18
Travel	1743.66	1800.00	1200.00	822.70
Insurance	783.87	800.00	800.00	807.09
Public liab Insur	9603.19	9500.00	9500.00	9854.58
New equipment	130.45	1200.00	1200.00	1445.41
National Championships	0.00	0.00	0.00	1340.03
HQ Expenses	311.30	300.00	300.00	711.30
Auditors Fees	3135.00	0.00	0.00	
Net GST expense	4218.00	3500.00	2400.00	2454.00
Other Expenses	100.40	0.00	0.00	2656.81
<b>Total Expenses</b>	<b>163599.38</b>	<b>169370.00</b>	<b>68540.00</b>	<b>72054.73</b>
Interest on investments	13505.00	12200.00	4900.00	4883.99

## Reports from Officers for Council Meeting on 7<sup>th</sup> March

### **CNSW Website**

The CNSW website continues to thrive and to evolve.

Following a December meeting with Steve Thornton, the website has been equipped with a database of clubs, members and events. The aim is that this database will be maintained using sign in access by clubs and by CNSW officers. The concepts are:

- for these records on the website to be the definitive CNSW records
- for clubs to manage their own membership
- for clubs to manage their own event records
- for CNSW officials to manage other event records, member IDs and handicaps.

When the database goes online the current Club, Events and Handicaps pages will be generated from it, and potentially other things. For example, in the long term the paper CNSW Yearbook might be replaced by club account access to download a version generated from the database.

The CNSW website now includes a Sign In tab (its page advising that it is currently under test) and a preliminary set of web pages for viewing and updating the website database. Their development took four working days over the Xmas period, and a further two to three working days will be required to complete the project.

This website database represents a fundamental change to CNSW administration and, before going live with this, it seemed prudent that it be carefully reviewed by key CNSW officers, of whom three were selected, provided with sign in accounts, and invited on 11th January to try using the database and to supply feedback to guide its finalisation.

One invited reviewer has tried it out, and has replied with enthusiastic support and some worthwhile queries. The second has replied in a very enthusiastic way but appears not to have tried it out. The third invitee still says he is keen to help.

Subject to CNSW approval, I invite any Council member who is interested in assisting this project - by signing onto and reviewing the website database - to contact me as soon as possible to receive sign in accounts, so that with their feedback the project can proceed to a worthwhile conclusion.

David Archer - Webmaster

### **SCHOOL CROQUET**

Early this year all clubs were sent an application form for the Schools Grant for 2013 and 2014. If your club was involved with Primary, Secondary or Tertiary students then the forms should be returned to Steve Thornton, Secretary of CNSW.

Once again I ask that when you have school groups you invite me to come to your club. I have made this request every year for the last eight years and Wagga Wagga is the only club to have done so. Some clubs may have student family members who play and I am quite prepared to assist there as well.

## Reports from Officers for Council Meeting on 7<sup>th</sup> March

The report from the 2014 School Championships was presented at the last Council Meeting. Of the participants who took part two are members of a club, two are children of a current player and the other seven were their friends. I find it sad that the schools are not willing to participate – on a school day they maintain that staff cannot be released - and the students and parents are not available of a weekend.

I have recently been appointed the Australian Director of School Croquet (not sure whether that will exacerbate the frustrations) and have organised a meeting with other states on 21<sup>st</sup> March with a view to ascertain the interest. I intend to conduct an Australian Schools Championship on 27<sup>th</sup> – 29<sup>th</sup> November but unfortunately that clashes with the date set down for the NSW Championships.

Therefore I would like to move the NSW Championships to 18<sup>th</sup> -20<sup>th</sup> September. The actual date(s) will depend on the number of entrants. Our state championships will be open to Primary and secondary students.

If New Zealand can conduct competitions for Schools, Under 21s and Under 25s I am certain that Australia would not like to be left behind.

Jacky McDonald - Director of Schools Croquet

### **GOLF CROQUET**

Golf Croquet is still strong in NSW with 12 of our players in the top 50 in Australia from the last rankings list prepared. The recent ACA President's 8s held in Melbourne in February had 6 of our players accepting invitations out of the 32 players invited, with a number of others eligible, but who declined for various reasons.

NSW placed in the top three in all 8s we had players representing us - Peter Landrebe was winner and Alison Sharpe Runner Up in First 8, Peter Freer won the Second 8 but unfortunately Chris Lavina had to withdraw due to ill health, NSW were not represented in Third 8 and Pam Gentle was Runner Up and I placed third in Women's 8. The level of play was extremely high with over 60 games during the three days finishing with a score of 7 to 6.

Div 3 doubles and singles have now been completed and Div 2 doubles and singles are currently being contested. I had the pleasure of witnessing some on the Div 2 doubles at Taree as I was available to assist with Refereeing. Congratulations to all the winners.

To continue to grow the game within NSW, players and Clubs have to regularly challenge themselves and should now be looking at this year's calendar of events to see what they are going to enter. Pennant entries are an excellent way for Clubs and players to meet new players and improve their game.

Barb Piggott - GC Coordinator



## Reports from Officers for Council Meeting on 7<sup>th</sup> March

### **ASSOCIATION COACHES REPORT**

A number of Coaches and players took advantage of the recent visit to NSW by the National Director of Coaching, Greg Bury, for clinics in Maitland at the end of February. I am sure everyone who attended gain valuable insight to the game of croquet and would agree Greg it going to be a huge loss to the sport now he has decided to resign from his positions within ACA.

A list of players who require recrediting in 2015 has been on the CNSW Website since December 2014 and all coaches should access the list to see if they require recrediting and if so download the Coaching request form available on the CNSW website. Secretaries and Delegates should also access the site and remind their Club Coaches who are due for recreditation to apply for recreditation. Those players who were moved to the Inactive List at the end of 2014 should also apply for recreditation if they wish to be moved back to the Active List.

Players wishing to become Association Beginner coaches or interested in upgrading to Level 1 should download and complete the application form from the CNSW website and forward it for processing.

Barb Piggott - SDC-AC

### **GOLF CROQUET COACHING REPORT**

A number of Coaches and nearly 50 players took advantage of the recent visit to NSW by the National Director of Coaching, Greg Bury, for clinics in Maitland at the end of February. I am sure everyone who attended gain valuable insight to the game of croquet and would agree Greg is going to be a huge loss to the sport now he has decided to resign from his positions within ACA.

Congratulations to Judy Tier, Margo and Andrew Davies (Canberra) , Wal Mills and John Pace (Maitland) who have completed their Level O qualification since the last report.

Players wishing to become Golf Croquet coaches should download and complete the application form from the CNSW website and forward it for processing.

A lot of progress has been made in the past 18 months in improving the standard of both coaches and players Australia wide and it is refreshing to see improvement within NSW, but more is required if we wish to continue to progress our sport within the state.

Barb Piggott - SDC –GC

### **SELECTION COMMITTEE - ASSOCIATION**

The Selection Committee - AC has had only one task this quarter with Expressions of Interest called for the Win Dickinson Trophy to enable invitations to be forwarded to players.

We have found it easier to call for player availability for these events and will continue this format in the future for invitational events.

Barb Piggott - Chairman

## Reports from Officers for Council Meeting on 7<sup>th</sup> March

### **GOLF CROQUET REFEREE REPORT**

My congratulations to three new referees, Rik Mills Orange Croquet Club; Ron Jones EDSACC ; and Adrienne Fazekas Canberra Croquet Club. All three candidates were extremely well prepared and satisfactorily met all requirements of the assessment. Well done!.

I have been advised by Gordon Mathews NDR GC that OFFICIAL RULINGS which apply to The WCF Golf Croquet Rules of 2013 have been accepted by ACA. These Rulings will be posted on ACA website. Please check to ensure that YOU are up to date and able to implement them as you referee.

CNSW competition year has begun, and once again I will be needing your assistance with refereeing at various events at Tempe. Please check the year book and if you can assist at any of the Golf Croquet events, I would be delighted to hear from you.

#### **A REMINDER**

All golf croquet referees are to complete the online Australian Sports Commission Assessment, "Introductory Level Officiating General Principles" by MARCH 2017. This is a non threatening exercise dealing with such things as " the role of the official, harassment and discrimination, emergency procedures, incident reporting and risk management" etc. The exercise can be done in one sitting or over several days. It is not specific to Golf Croquet, it is a general course suitable for all sports. Don't leave it until it is due, start now! Go on line to <https://learning.ausport.gov.au> and clicking on courses.

I hope you have been recording your involvement as an accredited GC Referee on your card, Keep up the good work. I can be contacted on line at [smith.bevj@gmail.com](mailto:smith.bevj@gmail.com) or mobile phone 0415 428 132.

Bev Smith  
Chairperson