



# CROQUET NSW

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## Minutes of Board Meeting Held on Sunday 21<sup>st</sup> January 2018

### Venue – Edgeworth

#### 1. Opening

In attendance Brenda Wild (BW), John Eddes (JE), Steve Thornton (ST) and Roberta Flint (RF). Tony McArthur (TMC) joined by phone from 11:30am to 1:10pm. The Chair declared a quorum and the meeting commenced at 11:06am.

#### 2. Minutes of previous meetings

JE stated that the words “new account (CNSW No2AC) has been established” should read “new account (CNSW No2AC) had not yet been established”. The minutes were changed by hand and signed by ST. Adoption of the revised minutes of the meeting held on 10<sup>th</sup> December 2017 was moved by RF and Seconded by JE. Carried and the minutes were signed.

#### 3. Business Arising from Minutes

ST has contacted Barb Piggott and Barb has agreed to reverse her decision to resign subject to a favourable outcome of discussions with Jim Nicholls.

#### 4. Correspondence

- Correspondence In & Out
  - Correspondence as per attached list, detailed by ST and discussed by Board.
  - In Correspondence folder there are lists of emails & correspondence in and out for complaints and tribunals.
- Business arising from correspondence
  - Members for the Eire Cup Non-Selection Tribunal finalised. No date available as to when the tribunal will sit.
  - Junior Development Program Award. Recommendation from GCSC that Charlie Sharpe be granted an award to participate in the U21 Championships in NZ. Moved RF, seconded by BW and carried unanimously.
  - The position taken by Port Hacking CC on member data is at odds with CNSW policy and the constitution. ST to communicate this to the club.
  - The ACA request for member data – brief discussion. Passed to BW and ST.
  - ACA AGM. Pam Gentle has offered to be the NSW delegate. ST to confirm. At this stage CNSW will not be submitting any Motions or Nominations.
  - Agreed that it was necessary to respond to Peter Coles confirming the boards position. Also agreed that CNSW would email club secretaries and club presidents explaining the issue about access to board minutes. Drafts to be circulated and agreed to.

#### 5. Motions for the Record

- Recording that the circulating resolution moved by BW and seconded by ST “*That Croquet NSW (CNSW) fills the casual vacancy caused by the resignation of Nerida Taylor with Tony*”

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*McArthur, effective upon the agreement of the majority of the CNSW Directors”, had been carried unanimously.*

## 6. Financial

1. Treasurer advised that the new account (CNSW No2AC) had not yet been established. New signature sheets were required, provided and completed.
2. Treasurer further instructed to have the 2016-17 accounts audited as per agreement at the AGM and intention of the constitution.
3. No progress on banking policy. *Now in Discussion Items Spreadsheet.* RF agreed to draft a policy.
4. Noted again that a Financial Plan and Business Plan are needed. *Now in Discussion Items Spreadsheet.*

## 7. Reports from Committees and Working Groups

- Facility Committee – Report received. Committee will be requested to develop a budget for 2018 inclusive of lawn maintenance, building maintenance, equipment maintenance and repair, improvements and capital expenditure.
- Tempe Working Group – Report No3 received but not fully digested by board. For further consideration and review. Board to facilitate a meeting with Tournament Committee and Selection Committees to discuss the outcome.

## 8. Discussion Items

- The *Discussion Items Spreadsheet* was reviewed and updated.
- Noted that three members had completed their on-line and face-to-face training to be MPIO’s. BW and ST had met with two of them who were interested in being Complaint Handlers. It was suggested that complete the PBTR Complaints Handling Course. Noted that a fourth person was about to complete his MPIO training.
- Agreed that a formal Confidentiality Agreement is unnecessary and suitable wording can be put into the various policies.
- ST indicated that no further progress had been made on the revisions to the Constitution. Now likely to be available during February.
- The Discussion Items Spreadsheet was reviewed.

## 9. General Business

- Board agreed that the Member Information Documents be distributed to clubs in addition to them being posted on the website.
- In Confidence - xxx.

## 10. Close and Next Meeting

The meeting closed at 2:35pm and the next board meeting is scheduled for 18<sup>th</sup> February 2018 at a venue in Sydney.

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**PLEASE NOTE:**

- The list of Discussion Items from this and previous meetings are in file "*02 CNSW Current\1 Monthly Info and WIP\1801 Board Meeting\ 1801 3 Discussion Items as of 180121.*"
- Correspondence has been moved from WIP to the main Correspondence Folder "*03 CNSW Current\Correspondence*"

Brenda Wild (Chair)

Steve Thornton (Secretary)