



CROQUET NSW

Minutes of Board Meeting on Thursday 15th March 2018 Venue Edgeworth and SKYPE

1. Opening

In attendance Brenda Wild (BW), Steve Thornton (ST) & John Eddes (JE) at Edgeworth, Tony McArthur (TMc), and Roberta Flint (RF) via individual SKYPE. BW declared a quorum and the meeting commenced at 6:48pm.

2. Minutes of previous meetings

Adoption of the minutes of the Board Meeting held on 18th February 2018 was moved by TM and seconded by JE. Carried.

3. Correspondence

3.1. Correspondence In & Out – as per attached lists.

3.2. Business arising from correspondence:

- Letter from Maitland CC re CNSW Constitution. ST has advised MCC that most of the areas of concern are being addressed in the current review.
- Letter from Maitland CC re General Meetings. The board agreed that there should be a mid-term General Meeting and suggests Saturday 21st April at a venue in Western Sydney, possibly Penrith. ST to advise Maitland CC and make arrangements.

4. NSW Office of Sport

4.1. The board accepted the Statewide and Croquet Specific Reports on Organisational Health Report from the NSW Office of Sport.

4.2. BW, ST and JE met with representatives of the Office of Sport to discuss the reports which covered Governance, Financial management, Leadership Culture and Identity, Strategy & planning, Delivery and Risk management/accountability. CNSW was ranked 90th in the sector of 95 and 18th of the 18 Tier2 organisations in the sector. CNSW scored better than average for governance and key areas for improvement are Strategy & Planning, Delivery and Risk Management. The survey will be repeated at some point in the future to gauge improvements. Some OoS grants will be linked to making improvements.

5. CNSW Constitution and Policies

5.1. ST advised that the revised constitution was nearly finished. The objects had been rationalised and modernised and in some sections the detail had been removed and would be replaced by policies.

5.2. Clubs had been given 28 days notice of minor changes to a number of policies.

5.3. Board Confidentiality Policy. Directors to consider and indicate acceptance or otherwise by COB Friday 23rd March.

5.4. Finance Policy. The treasurer agreed to expedite the final draft of the policy as soon as possible but no later than COB Friday 30th March so that ST could format the document into a standard policy document.

5.5. The Policy on Event Hosting was approved by the board. It is to be distributed to clubs and the clubs advised of an implementation date.



6. Reports and Officers Requests

6.1. The documents from the Facility Management Committee (budget, recommendations, result of mower trial) were reviewed and discussed. The budget and recommendations were considered and it was decided that the information provided needed further work. Decisions made were:

- Approval was given for improvements to the player area and repairs to the shelters,
- FMC is to negotiate a 12 month hire agreement for the roller with a buy out figure at the end of the agreement.
- The board is not prepared to proceed with purchase of a new mower at this time.

6.2. Coaching Coordinator – Pam Gentle to be advised that the Board would be very happy for her to continue for the 2nd year and should provide a budget for her activities.

6.3. In Confidence - ~~XX~~.

7. Complaints

7.1. In Confidence - ~~XX~~.

7.2. In Confidence- ~~XX~~.

8. Action Items

8.1. Review of list – Not reviewed due to time constraints.

8.2. Audit of 2016-17 Accounts – the Treasurer advised that he had been in (email) contact with the Auditor.

8.3. RF moved and ST seconded that the Treasurer provide an estimate of CNSW expenditure for FY 2017-18. Carried. JE to expedite as soon as possible.

8.4. ISS – Organising Committee plus Patrons Event – BW advised that a meeting had been arranged for 23rd March 2018 at EDSACC at which all the involved club plus the Tournament Manager (JE) and Peter Freer would be invited. ST to advise ACA that JE would be Tournament Manager and Bev Smith the Tournament Referee.

9. General Business

9.1. The need for a dedicated face to face meeting to discuss, review and update the Strategic Plan and Business Plan was agreed to. No date was set.

10. Close

The meeting closed at 8:29pm. The next Board Meeting is scheduled for 21st April 2018. Venue and time TBA.

Brenda Wild (Chair)

Steve Thornton (Secretary)