CROQUET NSW



Minutes of Board Meeting Held on Friday 13th April 2018 Venue Concordia Board Room

1 Opening

In attendance Brenda Wild (BW), Steve Thornton (ST), John Eddes (JE) and Tony McArthur (TMc). Apologies from Roberta Flint (RF). BW declared a quorum and the meeting commenced at 6:30pm.

2 Minutes of previous meetings

- Adoption of the minutes of the Board Meeting held on 15th March 2018. Moved by TM and seconded by JE. Carried.
- There were no matters arising from the minutes.
- ST took the board through the advice that had been given regarding formatting of minutes, and their redaction.

3 Correspondence

3.1 Correspondence In & Out

As per attached lists but specifically:

- Email from A.Verge re level of reimbursables

3.2 Business arising from correspondence:

- Proposed CNSW logo. Meeting prior to board meeting with Alison Sharpe. Preferred logo selected by board and Alison to finalise.

4 Circulating Resolutions

- 4.1 <u>Rescission motion</u> Cancellation of proposed General Meeting in late April. Unanimous. Noted that decision to hold a general meeting had been unanimously rescinded in favour of holding an information session. Suggestion that it is held in May/June.
- 4.2 Tempe Vote on Formation of a separate entity to operate Tempe. The resolution was "That the Board accepts the recommendations of the paper put to the Board at the meeting of 15 March 2018 with regard support for the establishment of a separate entity that is responsible for all matters relating to Tempe, and that this decision is then communicated to key stakeholders including the FMC, TWG, the general membership and specifically Marrickville Croquet Club." The vote was 4 to 1 in favour. JE wished the following statement to be recorded in his vote against "Whilst appreciating that times change I have always advocated that Croquet should have a HQ (not necessarily Tempe) as most sports using similar facilities have. The Office of Sport classifies us as an SSO State Sporting Organisation and as such I think it is a disappointment if the time comes that Croquet in NSW does not have a central location designed as our HQ".

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5 Tempe

Prior to the board meeting, the board met with the TWG and the FMC (being Rob Elliott, Nerida Taylor and Alison Sharpe). They were taken through the position the board has taken regarding the formation of a separate entity to operate Tempe, the ability for the new entity to negotiate without needing to refer to the board, the timetable for a full transition from CNSW, access rights for CNSW etc. The TWG and FMC are to be amalgamated to form the Tempe Action Group (TAG). CNSW to create an information document for the clubs about this.

6 Review of Fees and Reimbursables for 2019

The schedule of fees and reimbursables reviewed. Changes agreed to are:

- Adult member affiliation fees to increase to \$42 due to an increase in the ACA component;
- Lawn hire at an affiliated club by CNSW increased to \$20 per half day and \$40 per day;
- Accommodation for state team members and ACA gold medal increased to \$50 per night and travel increased to 50% of airfare.
- For Clubs fully running CNSW events, the proportion of entry fees payable to clubs increased to 25%.

7 Constitution and Policies

7.1 <u>Constitution and Associated Policies</u>. Revised constitution and associated policies distributed by ST. To be reviewed and commented upon by directors by COB Friday 20Apr18. If OK will then be forwarded for legal opinion.

7.2 General Policies

- Vote on acceptance of draft Board Confidentiality Policy dated 13Apr18 to be by circulating resolution. Responses by COB Friday 20Apr18.
- Directors to review revised selection policy by COB Friday 20Apr18. Current revision of the Policy has been put out to the ACSC, the GCSC and a number of senior players for comment.

8 Reports and Officers Requests

- 8.1 <u>Report and recommendation from the VIWG</u>. Prior to the board meeting commencing, Alison Sharpe presented the options for a new logo that had been developed by Spike. Board indicated it preference and Alison to bring this to conclusion.
- 8.2 <u>Report from Eire Cup Team Captain</u>. Report received from Pam Gentle. ST to acknowledge with letter of thanks. As Pam was Team Manager and Team Captain it was considered that there was no need for further reports.
- 8.3 <u>Report on ACA AGM and Discussion Forum</u>. Reports received from Pam Gentle. ST to acknowledge. Noted that Ricochet will now fall under the control of the ACA. Lynda Davies to be the ACA contact.
- 8.4 Mary Dunn to be confirmed as the NSW Gateball representative.
- 8.5 <u>Report from PPEP Implementation Group</u>. Deferred until next meeting due to time constraints.

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9 Discussion Items

- 9.1 FMC Ride on mower. Final decision deferred until next full board meeting.
- 9.2 <u>Database and DOB</u>. Board confirmed that CNSW will require members to have their Birth Year or approximate Birth Year included in a members' detail in the database along with their name and contact details, as a condition of their 2018-19 affiliation. This is to simplify the preparation of statistics for the Office of Sport who provide us with our grant(s). Communication document to be prepared and sent out.
- 9.3 <u>Affiliation Information</u>. Agreed that an affiliation checklist (as suggested by the Office of Sport) should be introduced for the 2018-19 affiliation year.

10 Action Items

- 10.1 Review of list. The list was fully reviewed. Agreed to move ISS organisation to a permanent agenda item.
- 10.2 <u>Audit of Accounts</u>. JE advised that he was communicating with the auditor regarding the audit of the 2016-17 accounts. Agreed that it was also necessary to audit the 2017-18 prior to the AGM and (possible) introduction of the revised constitution.
- 10.3 MYOB. JE discussed the need to have a different version of MYOB to provide the detail and reports he needs to satisfy directors requests. The board agreed to provide `Account Right' realising that other directors would no longer have on-line access to MYOB.
- 10.4 <u>ISS Organising Committee plus Patrons Event.</u> BW advised that meetings were taking place with the clubs involved. The next on being 23 April 2018 at Newcastle National Park.

11 Status of Complaints

12 General Business

- 12.1 Advice received about benefit of forming a `committee' to which disciplinary matters, disputes and complaints are referred.
- 12.2 <u>Strategic Plan and Business Plan</u>. Agreed on the need for a dedicated meeting to address the necessary updates to these plans

13 Close

The meeting finished at 9:29pm. No date or venue has been set for the May board meeting.

Brenda Wild (Chair)

Steve Thornton (Secretary)