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## Minutes of Board Meeting Held on Monday 14th May 2018 Venue - Tempe

### 1 Opening

In attendance Brenda Wild (BW), Steve Thornton (ST), John Eddes (JE) and Tony McArthur (TMc). Roberta Flint (RF) was unable to attend.

Via email, RF requested the following be noted for the record *“Please record my apologies for the meeting which are tendered only because of the late notice of a change in time for the meeting which did not allow for a rescheduling of other commitments. When I was appointed to fill a casual vacancy on the Board my working commitments were flagged and late changes to calling of meetings is difficult to balance when also working full time”*.

BW declared a quorum and the meeting commenced at 2:50pm.

### 2 Minutes of previous meetings

2.1 Adoption of the minutes of the Board Meeting held on 13<sup>th</sup> April 2018. Moved by TM and seconded by BW. Carried.

2.2 Matters arising from the minutes. Whilst the minutes correctly recorded the statement made at the meeting that the Tempe Working Group (TWG) and the Facility Management Committee (FMC) were being amalgamated, the Board has now realised that this was in error. The TWG is to be disbanded and the members thanked for their efforts with the FMC continuing to operate for the time being. Should the Tempe Action Group (TAG) be formed it would be separate from CNSW.

### 3 Correspondence

#### 3.1 Correspondence In & Out

As per attached lists but specifically:

- Maitland Croquet Club – Request for regular General meetings
- Lorraine Hatfield – Presentations at CNSW Events
- In Confidence - [REDACTED]
- In Confidence - [REDACTED]

#### 3.2 Business arising from correspondence:

- Letter to be sent to Maitland Croquet Club advising that quarterly meetings will not be re-introduced.
- Discussion on ability to present glasses and certificates at the conclusion of a CNSW Event. Agreed that there was no insurmountable problem with this and that it should form part of the duties of the Tournament Committee (TC). ST to advise the TC.



## 4 Circulating Resolutions

4.1 Purchase of Ride on Lawnmower for Tempe – Discussion on the reasons for and against purchase. Previously moved by ST, the resolution was lost by majority vote.

## 5 Tempe

5.1 Lawn Maintenance Budget. The board accepted the budget prepared and presented by the Treasurer.

5.2 CRCC Memorandum of Understanding. Not discussed.

5.3 Board Liaison. Agreed that the board need not be involved all discussions and decisions. RF and ST to be the board liaison.

## 6 Review of Fees and Reimbursables for 2019

6.1 The schedule of fees and reimbursables review at the previous board meeting was accepted. To be circulated to clubs and posted in the members area.

## 7 Constitution and Policies

7.1 Constitution and Associated Policies. Revised constitution and associated policies have been forwarded for legal opinion.

### 7.2 General Policies

- Moved by ST and seconded by BW that the Board accept the draft Board Confidentiality Policy dated 13Apr18. Carried.
- Moved by JE and seconded by TM that the Board accept the draft Financial Policy dated 18Apr18. Carried.
- The Board accepted the draft Selection Policy dated 8May18.

## 8 Interstate Shield

8.1 BW advised that a meeting was held on 23 April 2018 at Newcastle National Park.

8.2 ST advised that correspondence from the Senior Personal Assistant to the Governor indicated that the Governor is likely to attend the opening of the ISS via a 'Patrons' event which CNSW hopes to organise at Maitland CC. BW to check arrangements for the Mayoral reception.

## 9 Projects

9.1 Player Pathways to Excellence Program. Nerida Taylor advised that she was stepping away from the organising group due to other commitments. TM has agreed to act as board liaison for this project.

## 10 Discussion Items

10.1 Confirm Review of Fees and Reimbursables for 2018. Revised table circulated and agreed to. To be circulated and posted in the members area

10.2 Member Forum before AGM. Proposed by RF via email. No seconder. It was concluded that CNSW would be unable to properly organise a forum over the next month or so. Agreed that one should be held mid-term after the next AGM.

10.3 Board Update. Agreed that an update should occur bi-monthly, be authored by the chair in cooperation with others and distributed by the Secretary.



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10.4 Distribution and/or posting of (redacted) Minutes of Board Meetings. Agreed that redacted minutes would be distributed to clubs and made available in the members section of the website

10.5 Info from Clubs prior to re-affiliation. A number of positive questions have been received following distribution of the information notice to clubs.

10.6 Visual Image Working Group. As the `new` logo has been selected the work of the group is now effectively completed. ST to email vote of thanks to RF, Alison Sharpe and Jim Nicholls.

### 11 Action Items

11.1 Review of list. The list was fully reviewed.

11.2 Audit of 2016-17 Accounts. The Treasurer advised that he was working through a list of questions asked by the auditor.

11.3 CNSW Tournaments. ST to email Tournament Committee about previous requests to review the relevance of events and move to a more forward looking tournament calendar. A response is required by 30<sup>th</sup> June.

### 12 Status of Complaints

12.1 In Confidence – [REDACTED]

12.2 In Confidence – [REDACTED].

### 13 General Business

13.1 ST suggested that CNSW was short of resources to properly manage the programs and projects that CNSW had received funding for. One avenue was to engage a Sport Development Officer for a fixed period as this was contemplated in the project description. ST given authority to research how this could be done.

### 14 Close

The meeting finished at 6:02pm. No date or venue has been set for the June board meeting.

Brenda Wild (Chair)

Steve Thornton (Secretary)