



Minutes of the Board Meeting held on 13th December 2018

1. Opening

The meeting was held via conference call. In attendance Brenda Wild (BW), Steve Thornton (ST), John Eddes (JE), Richard Hughes (RH), Roberta Flint (RF) and Carol Hayes (CH). BW declared a quorum and the meeting commenced at 6:24pm.

2. Minutes of previous meetings

2.1. Adoption of Minutes of the Board Meeting on 6th November 2018. Moved by JE and seconded by RH. Carried.

2.2. Business arising from the minutes.

- Item 6.7 (Junior Development Program), BW to liaise with Alison Sharpe about outstanding applications.
- Item 8.2 (follow up on document from Peter Martin) transferred to Actions Spreadsheet.

3. Correspondence

3.1. Correspondence In and Out. As per Dropbox

3.2. Matters Arising:

- Response to email from Ralph Richardson re Champion of Champions Event. JE has supplied some background detail. Moved RF and seconded RH that some communication be sent to Ralph. Agreed
- Request for 3 months Leave of Absence by Tony McArthur. Directors have previously agreed and Tony has been advised.
- Email from Bev Smith Re Tutoring Referees. Discussion paper from RH in Board Papers. Proposed by RH, seconded by JE. Agree unanimously. ST to advise Bev Smith.
- Email from Lorraine Hatfield via RF re badges for Pennants Runners Up. Discussion paper from RF in Board Papers. Proposed by RF, seconded by JE. ST to advise Lorraine Hatfield.
- Email from P Freer referring an offer by Dr Karen Bisley, a sports medicine GP to provide assistance on a pro-bono basis when accompanying her son to events. Offer was accepted by CNSW. ST to advise.
- Email from Trevor Bassett re ACSC selections for 2019 Eire Cup and response from Board agreeing to selections.
- *In Confidence – Redacted*

4. Reports

4.1. Financial Report. Spreadsheet uploaded to dropbox. No commentary supplied.

5. Circulating Resolutions

5.1. Noting of resolution to agree to CRCC use of infrastructure funds for a ride on lawnmower.

Moved by ST, seconded by BW, majority in favour. RF expressed reservations that the entire amount that was agreed to be made available for infrastructure and minor improvements was to be spent on one piece of equipment as this may lead to additional requests for financial support for minor improvements in the future.

5.2. Resolution from RF Concerning Use of Circulating Resolutions. RF had supplied a board paper around the use of circulating resolutions to resolve matters. There was a good



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discussion on the pro's and con's of RF's paper and by agreement RF will modify the board paper and resubmit.

6. Constitution and Membership Policy

- 6.1. Final revision of Constitution and Membership Policy in board papers plus notes provided by ST. Moved by ST that they be distributed, seconded by CH. All in favour.
- 6.2. Noted that feedback to new constitution had been received from some members.
- 6.3. ST moved that voting on the Special Resolution to replace the constitution be by postal ballot. Seconded by RH. All in favour.

7. Discussion Items

- 7.1. CNSW Audit. The auditor advises that he doesn't intend to reissue the 2017 financial reports, as it is their intention to move on to 2018. They will include a note in 2018 to summarise the minor amendments to be made to the 2017 comparative figures.
- 7.2. Australia Day and Government House. Discussion paper on funding provided by BW. Robust discussion resulting in RH proposing a budget of \$5,500 for promotional materials, seconded by CH with majority in favour.
- 7.3. CNSW Development Officer and CNSW Strategic Plan. Update provided by ST and RH.
 - The Development Officer has been selected with a commencement date of early February 2019. Donna Olbourne will be based in the Hunter Valley and be remunerated via a Service Agreement.
 - The program for development of the replacement Strategic Plan has commenced. ST and RH to collaborate on list of names for questionnaire (all directors will participate in this). RH to email program to other directors.
- 7.4. Fees for Rule Workshops. Agreed that the fee for Rules Workshops should be \$5 per person if no lawns are required and \$10 per person if lawns are required. The CNSW Schedule of Fees and Reimbursements to be updated.
- 7.5. 2019 Yearbook. Draft yearbook included in board papers. ST advised that it would be distributed shortly. There is no picture on the front cover.

8. Action Items

The list of items was reviewed. No new items were created.





















9. General Business

- 9.1. Future format of Xmas Lunch and Presentation. Deferred.
- 9.2. New GC Rule Books from ACA. Agreed that the A5 booklet is not acceptable. ACA to be advised that the rule books will be returned and that CNSW will not be paying for them.














10. Close

The meeting closed at 8:53pm. There will be no board meeting in January 2019. The next Board Meeting is scheduled to be held on Tuesday 5th February 2019.

BOARD PAPERS

-  1 Agenda for CNSW Board Meeting on 8Dec18 - Issued
-  1811 Action Items as of 181202
-  1811 Minutes of CNSW Board Meeting on 6Nov18 - Draft R2
-  2019 CNSW Yearbook - Draft - No cover picture
-  181129 Email to CRCC Re_ Mower and response
-  Bev Smith Re Tutoring Referees
-  Board Paper submitted by Brenda Wild. 2019 Aust Day @ Government House
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re Circulating Resolutions
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re CNSW AWARDS 2019 RunUpPennants
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re Perpetual Trophies
-  Board paper submitted by R Hughes for meeting 8 Dec 2018 re Tutor Referees
-  CNSW - Fees and Reimbursements - effective 1Jan19 Rev2
-  CNSW - Fees and Reimbursements - effective 1Jan19RHST
-  CNSW Associated Policy - Membership and Affiliation 6.12.18 Changes Accepted
-  CNSW Associated Policy - Membership and Affiliation 6.12.18 marked changes
-  CNSW Constitution 6Dec18 Version based on OoS Model Constitution and feedback - Changes accepted
-  CNSW Constitution 6Dec18 Version based on OoS Model Constitution and feedback - Marked Up
-  CNSW Constitution and Membership Policy - Revision Notes - 7 Dec 19
-  Croquet NSW Sportsperson of the Year Award 2019 - Draft Selection Criteria and application form
-  New GC Rules books and Rules Workshop Fees

CORRESPONDENCE

-  181206 Email to ACSC agreeing to selections for the 2019 Eire Cup Team
-  181206 2019 CNSW Insurance Levy Letter to Clubs R1
-  181204 Email from ACSC re Provisional Places for the 2019 Eire Cup Team
-  181203 Email from P Freer RE_ Dr Karen Bisley
-  181202 Request for Leave of Absence from TM and response
-  181126 Email In and Response - Ted Griffin re constitution
-  181126 Email In - Regional Insurers - 2019 Premiums
-  181126 Email In - ACA - Minutes of Nov Board Meeting
-  181120 SDP 2018_19 Funding Agreement
-  181120 Email Out - Clubs re Incorporation Number
-  181119 Email Out - Info documents 10 11 and 12 to Clubs
-  181112 Email In - Bev Smith Re Tutoring Referees
-  181111 Email In - Response from ACA re badges etc

Brenda Wild (Chair)

Steve Thornton (Secretary)