



## Minutes of the Board Meeting held on 9<sup>th</sup> July 2019

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### 1. Opening

The meeting was held via conference call. In attendance Brenda Wild (BW), Steve Thornton (ST), John Eddes (JE), Roberta Flint (RF), Carol Hayes (CH), and Richard Hughes (RH). BW declared a quorum and the meeting commenced at 6:05pm. Tony McArthur (TM) joined the meeting at 6:12pm. Donna Olbourne (DO), the Sport Development Officer attended the meeting.

### 2. Minutes of previous meetings

2.1. RF requested edits to clauses 4.2, 5.2 and 5.7 of the draft minutes of the Board Meeting held on 12<sup>th</sup> June 2019. Revision to minutes attended to and circulated during meeting. Adoption of the revised minutes moved by RF, seconded by JE. Carried.

2.2. Business arising from the Minutes:

- There was no business arising.

### 3. Correspondence

3.1. Correspondence In and Out.

- As per dropbox and list below.

3.2. Matters Arising:

- Resignation of Lorraine Hatfield (Southern Sydney Coordinator) noted. BW advised that she had attempted to speak to Lorraine but had not been successful. Lorraine is abroad on holiday.
- CH has requested a Leave of Absence from 23 Aug - 23 Nov 2019. Agreed to.
- A lack of response from the Tournament Committee (TC) regarding their request to update the CNSW Event Hosting Policy was discussed. JE advised that several members of the TC were currently abroad. JE, as a member of the TC to follow up.
- GCSC advised Selections for Provisional Places for the 2019 ISS Team. Moved RF seconded JE that the selections be agreed to – carried. The GCSC to be commended for the spreadsheet that Peter Freer prepared. Spreadsheet to be sent to ACSC for their information.

### 4. Reports

4.1. Treasurers Report. Treasurer advise that a preliminary report had been generated for June and emailed to Directors but had not been uploaded into dropbox.

4.2. Sports Development Officer. Report received.

### 5. Discussion Items

5.1. Cooks River Croquet Club (CRCC). BW outlined discussions held between BE, ST, JE and TM about concerns raised by JE regarding aspects of the relationship between CNSW, CRCC and the Concordia Club. BW further outlined subsequent discussions between CNSW and the Concordia Club. Agreed that CNSW should meet with CRCC as a matter of some urgency and prior to the next board meeting.



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- 5.2. Roundtable Breakfast with Sport NSW. RF tables short report on the breakfast. Approx 10 people in attendance with representatives from a number of smaller sports, Sports NSW and the NSW Office of Sport. RF considered that on balance, it was worth CNSW attending.
- 5.3. AGM/Awards Presentation/Strategic Plan.
- ST advised that the agenda for the 2019 AGM and draft minutes of the 2018 AGM were ready to be sent to members. Agreed.
  - RF advised that arrangement to obtain a trophy for the Golden Mallet Award are well advanced.
  - Suggestion from ST that the 'launch' of the Strategic Plan' should be via a presentation that can be made available to the clubs. ST and DO to progress.
- 5.4. ACA SGM – ACA Accounts. JE attended the on-line meeting. Reported that he was not allowed to ask questions about the accounts 'as it was an SGM'. JE to liaise with the Tasmanian representative to determine a list of questions that can be put to the ACA Board.
- 5.5. Claim form for Tournament Manager, Tournament Referee, Referees and Umpires. New form posted to dropbox. Requires a CNSW logo. To be made available in the Members Area and Download Page.
- 5.6. 2019-20 Membership Fees. BW advised that the fee calculator and accompanying letter would be emailed to clubs over the next few days.
- 5.7. Patron. Australia Day.
- As our Patron is now the Governor General of the Commonwealth of Australia, his patronage of CNSW automatically ceases. CNSW wishes to continue the relationship. ST to contact the Office of Governor General to determine if this is possible.
  - General agreement to distribute surplus merchandising from Australia Day to the regions and new clubs.
  - Conclusion reached that if people who had tried croquet on the day were interested then they would have already contacted a club.

### 6. Action Items

The list of items was reviewed.

### 7. General Business

- 7.1. Request from VCA regarding PPEP. The VCA have requested approval to sit in on one of the PPEP courses. The VCA are currently developing a proposal for an equivalent plan. On the assumption that the VCA meet costs there was no objection. BW to advise.
- 7.2. Champion of Champions Event. CH initiated a discussion on the process for clubs to determine whom was their entrant and if they were vetted by CNSW. Consensus was that clubs are responsible for this and that CNSW would not vet entrants.













### 8. Close

The meeting closed at 8:10pm. The next Board Meeting has been scheduled for 2pm on Saturday 17<sup>th</sup> August 2019 at Tempe.













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### BOARD PAPERS

-  1 Agenda for CNSW Board Meeting on 9July19 - Final
-  1906 Action Items as of 190612
-  1906 Minutes of CNSW Board Meeting on 12June19 - Draft R1
-  2019 AGM 201808 Minutes of Annual General Meeting held on 25Aug18 R1 - Draft
-  2019 AGM 201908 Agenda for CNSW Annual General Meeting on 24Aug19
-  190703 ACA SGM Info from JE
-  190708 Report from RF on Roundtable Breakfast.
-  Officials Reimbursement form 5July2019
-  RF Feedback re NSW Sport Roundtable June 2019
-  SDO Update - June 2019
-  Strategic Plan - Projects and Timeline - ST 190707
-  Strategic Plan - WORKING VERSION - 14-03-19 - ST Rev 190707

### CORRESPONDENCE

-  190705 Email thread re GCSC Selections for 2019 ISS
-  190702 Email from Rob Elliott re ACSC
-  190701 Email from Canada Bay re LSPS
-  190628 Request for Leave of Absence from Carol Hayes
-  190628 Email In - VCA Executive and Officers
-  190627 Email re Makara and Tempe
-  190624 Email In - Mosman re Wording for Insurance
-  190622 Email to Tournament Committee re Hosting Policy
-  190619 Email In - Lorraine H resigning as Sth Syd Coordinator
-  190613 Email to clubs re selection policy

Brenda Wild (Chair)

Steve Thornton (Secretary)



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ACTION ITEMS AS OF 9 July 19			
Item No	Item	Status (Click Icon)	Notes
170907 07	Update to Constitution	OPEN	9Jul19 PM as Returning Officer in contact with clubs 12June19 Revised to 12th June Version - to be issued 7May19 Have progressed as far as possible with RSGC. Motion on accepting Document dated 1st May carried 7Apr19 Moving to final position after additional consultation with RSGC
180218 02	Business Plan	OPEN	9Jul19 No Progress 12June19 WIP 7May19 Discussion on how to move forward
180218 03	Player Pathways	OPEN	12June19 Discussion on course facilitators 7May19 Report and associated documents received from Alix Verge 7Apr19 Report on progress and program still required (ST to follow up). Noted that PPEP courses have commenced.
181213 01	Establish group to look at future of Xmas Lunch & Award Presentation and how it is organised and administered	CLOSED	9Jul19 Group advised format for 2019. No Xmas lunch this year. 12June19 Ongoing. Board accepted budget and venue hire 7May19 Summary provided by Roberta
190206 01	Review Junior Development Program Award	PARKED	9Jul19 Agreed that success or otherwise of the program was the province of the selection committees and players 12June19 No progress 7May19 To continue, Selection Committees to be questioned 7Apr19 Decided to improve the process wrt to application for funds and for parent/guardian sign off. 5Mch19 Brenda to talk to selection committees. 5Feb19 Review of scheme required as it does not seem to be achieving its purpose.
190228 01	Strategic Plan	OPEN	9Jul19 ST advised that edits requested by BW had been made. ST and DO to work out how to present the plan at the AGM and to clubs that did not attend. 12June19 ST to grab hold of
190407 01	Membership Declaration	PARKED	12June19 Deferred. 7May19 ST and RH to finalise ASAP 7Apr19 ST and RH advised no progress since last meeting 5Mch19 Advice confirmed the need for a Membership Declaration from new and existing Individual Members. ST and RH to work on something suitably brief.
190407 02	Bulk Emailing	OPEN	9Jul19 Agreed that this should be part of the next update. 12June19 Further work required. Possibly inform via updates. 7May19 ST to finalise. Requires word on security of email addresses.
190407 03	Newsletter	PARKED	12June19 Parked. Board to issue ideas. 7May19 BW has contacted said member. General Expression of Interest to be issued
190507 01	Participation Plan	OPEN	9Jul19 Draft available next week 12June19 SDO working on this. Broad draft available shortly. 7May19 Sport Dev Officer working on this 1May19 Added by ST
190507 02	Launch of Strategic Plan	NEW	9Jul19 ST and SDO to create presentation for AGM and Clubs 12June19 Roberta has in hand. 7May19 Launch scheduled for after the AGM in August 1May19 Added by ST
190612 01	Work Plan for SDO	OPEN	9Jul19 General discussion 12June19 ST to liaise with Donna on this.