



# Minutes for Board Meeting March 2020

Croquet NSW

Held at Zoom

31/03/2020 @ 06:30

## No. Minutes

### 1. Attendance and Apologoes

Chair Kate Elliott (KE), Steve Miles (SM), Kate McLoughlin (KM), Richard Hughes (RH)

KL welcomed KM to the board

Apology from Rosie Landrebe (RL)

### 2. Apologies/ Proxies/ Quorum

#### 2.1 Resignation of Peter Martin

Noted. The Board decided that in circumstances where the AGM is in August, the Constitution provides that the Board can comprise a minimum of 5 elected Directors, not to fill the casual vacancy arising from Peter Martin's resignation at this time.

### 3. Confirm Minutes of Previous Meeting

#### 3.1 Minutes of March 3 Board Meeting 2020

##### 3.1.A

[Minutes 3.3.20 meeting.docx](#)

Adoption of the minutes moved by KE, seconded by SM. Carried

### 4. Business Arising from Previous Meeting

SM and RL working on a **Players Handbook** which will consolidate relevant policies (in plain English) for State team members, qualifying events and other information. The Handbook will be available to all interested members

**Ricochet Development Officer**- no action since the last meeting. Discussion about allocating Director roles for communications and administration given the significant load in both area. Once these the responsibility for these two roles are agreed the Director responsible for administration to send an email to all clubs asking for brief expressions of interest setting out name, club, qualifications – coach, referee, tournament management experience.



**Nambucca Valley Croquet Club (NVCC)** – CNSW has sent letter to ACA confirming CNSW’s support for an ACA new club grant. NVCC yet to receive the grant

#### **Actions #4**

(Complete) Completion of draft Players Handbook by next meeting **Rosie Landrebe**

#### **Steve Miles**

(Complete) Director responsible for administration (KM) to send emails to clubs asking for EOIs for the Ricochet Development Officer **Kate McLoughlin**

(In Progress) Monitor Nambucca Valley progress with grant **Richard Hughes**

### **5. Correspondence**

### **6. Executive Reports**

### **7. Finance Report**

#### [7.A Treasurer's Report 202003.pdf](#)

#### **7.1 P&L**

##### [7.1.A](#)

[2019YTD Income and Expenditure 202002.pdf](#)

#### **7.2 Eire Cup 2021 - Appoint David Stanton to Chair Organising Committee**

### **8. PPEP Expense Reimbursement**

### **9. General Business**

#### **9.1 Constitution**

#### **9.2 Review Process for Policies**

#### **9.3 Strategic Plan**

### **10. Any Other Business**

### **11. Committee Reports**

### **12. Next Meeting/Close**