



# Minutes for Board Meeting August 2021

## Croquet NSW

Held at zoom

24/08/2021 @ 19:00

Approved by Steve Miles on 27 September 2021

### No. Minutes

#### 1. Attendance

Steve Miles, Rik Mills, Rosie Landrebe, Kate McLoughlin

#### 2. Apologies/ Proxies/ Quorum

Steve Miles as elected as Chair for the meeting

#### 3. Confirm Minutes of Previous Meeting

[3.A Board\\_Meeting\\_July\\_2021\\_Minutes\\_20\\_07\\_2021 \(1\).pdf](#)

Confirmed

#### 4. Business Arising of Previous Meeting

[4.A Board\\_Meeting\\_Action\\_Tracker \(1\).pdf](#)

[4.B 4.7 State Team Outreach program.pdf](#)

#### Actions #4

(In Progress) Board members agreed to check their Actions on catherder, and mark their progress, and complete if the action from the last monthly meeting, or closed if earlier.

##### 4.1 Eire Cup follow up (RL)

Rosie Landrebe still to follow up with Governor's Office to confirm Eire Cup next year

##### 4.2 Defibrillator Cooks River (SM)

[4.2.A](#)

[Zoll AED Plus.pdf](#)



Steve has recommended a device, and Board agreed to purchase and get installed after lockdown.

#### 4.3 **Electronic Media Policy (KM)**

Kate has updated and Policy will be loaded onto website.

#### 4.4 **Covid grant funds (RM)**

##### 4.4.A

[Community Sport Recovery Package Grant letter and application.docx](#)

Board wanted confirmation of eligibility of funds for CNSW projects including hubs.

##### **Actions #4.4**

#### 4.5 **Workshop on Building Club membership (KM)**

(In Progress) Rik and Kate to confirm Covid funding guidelines

**Kate McLoughlin Rik Mills**

postponed til after AGM

#### 4.6 **Selection Policy: Update Officials and Committees document (KM)**

##### 4.6.A

[CNSW Officials and Committees.docx](#)

Draft review of CNSW officials and Committees document. to be reformatted for Board approval in September

#### 4.7 **State Team Outreach program**

##### 4.7.A

[4.7 State Team Outreach program.pdf](#)

Discussion about proposal for State team members to visit Clubs for coaching and mentoring. It needs to be voluntary and focus on team members with skills in this area. It should not replace current coach training rollout.

Kate to clarify eligibility for Covid funding.

## 5. **Executive Reports**

### 5.1 **CRCC and CNSW**

#### 5.1.A

[CRCC and CNSW.pdf](#)

Steve reported on meeting with Cooks River held Sat 21 August that he attended.

He proposed the following Motion:

CNSW forms a joint committee with CRC C to manage an orderly transfer of lease to CRCC subject to IWC agreement and the Tempe lawns remaining a venue for playing croquet and croquet tournaments. (proposed Steve Miles)

Following discussion regarding viability and desirability of Licence arrangements regarding Mackey park, Board members agreed to the following revised motion:

That CNSW forms a joint committee with CRCC to investigate a partnership licence arrangement to manage the Mackey Park croquet facility. That Rik Mills from Croquet New South Wales together with one Cooks River Committee member and one independent member form this committee. (Proposed Kate McLoughlin, seconded Rik Mills)

The Board noted that an interim agreement would need to be reached to manage the facility in the short to medium term.



### **Actions #5.1**

(In Progress) That Rik Mills liaise with Georgina Carnegie, Cooks River Croquet club and advise of the Board motion: That CNSW forms a joint committee with CRCC to investigate a partnership licence arrangement to manage the Mackey Park croquet facility. That Rik Mills from Croquet New South Wales together with one Cooks River Committee member and one independent member form this committee. (Proposed Kate McLoughlin, seconded Rik Mills) **Rik Mills**

## **6. Finance Report**

### **6.A Treasurer's Report 202108 with 20210731 P&L.pdf**

The Board considered the Finance Report and noted the following:

Covid Grant funds can be spent for SSO, to be used at our discretion focussing on: growing membership, recovering from Covid, and similar.

Proposed application for Clubs needs a justification. Kate McLoughlin

Eligible Clubs for Covid funds have been agreed with NSW Sport. Rosie and Kate to confirm

PPEP funding extension (Kate McLoughlin to apply for extension.

Rosie Landrebe to seek interest from Division 1 players to be mentored and coached.

Cooks River update: Cooks River is meeting on Wednesday 1 September to respond to our proposal. Lachie has been continuing lawn maintenance.

Membership is holding up; Jeanette Walsh is happy to continue as Membership Officer.

Board is happy to approve payment \$53.23 to Steve Miles for application fee for new constitution.

Insurance: to be paid per member

Motion: Category A clubs share the public liability premium for 2020 and CNSW pays the balance. moved Rosie Landrebe and seconded Rik Mills

Payment to Pye landscape \$1,115. 30 for Tempe lawn maintenance approved

Payment of \$1980 for Audit and GST, seconded Rosie approved

Steve Miles proposed that CNSE affiliation fee for nonplaying members be set at \$10 per year. Approved.

Budget to be considered next meeting. Sept 14.

### **Actions #6**

(In Progress) Confirm Clubs eligible for Covid funding **Rosie Landrebe**

#### **Kate McLoughlin**

(Not Yet Started) PPEP funding extension to be applied for **Kate McLoughlin**

(In Progress) Steve to action insurance changes **Steve Miles**

## **7. General Business**

### **7.1 Strategic Plan**

Game Plan to be done when New Board begins.

### **7.2 AGM and Board Members**



7.2.A

[Timetable for CNSW AGM 2021.docx](#)

Nominations for Board received from Liz Friend, Lisa Kelshaw, Rik Mills and David Scott

**7.3 Cooks River/Mackey Park**

Refer 5.1

**7.4 ACA Academy**

7.4.A

[210818 ACA Academy Report.pdf](#)

7.4.B

[ACA Academy Update 2108.pdf](#)

Online coaching content will be coming soon.

Steve and Greg agreed that he would copy secretary in with communication to CNSW Officers.

Online database

ACA Website development committee (Rosie Landrebe)

Membership growth we can leverage off.

**7.5 Hubs**

Rosie to develop criteria for hubs

**7.6 Covid 19 status: vaccinations**

After approaches from a number of clubs regarding the status of unvaccinated members at Clubs, the Board agreed that Vaccinations were highly recommended for members who were eligible.

Steve Miles' Consultation with Office of Sport stated that it is <sup>1</sup>NSW Government's current position to get as many people vaccinated as possible.'

So in line with current NSW Office of Sport position, Croquet NSW strongly encourages vaccinations, but does not mandate them.

**7.7 Eire Cup**

**7.8 ACA Child Abuse Insurance and Employure**

7.8.A

[ACA Child Abuse insurance.pdf](#)

7.8.B

[ACA Employure email 21 08 24.pdf](#)

CNSW supports Child Abuse insurance but would like to understand basis for the cost

**Actions #7.8**

(Complete) Kate to advise Jim Clements of Agreement with Child abuse insurance with question



regarding the cost implication **Kate McLoughlin**

## 8. Committee Reports

### 8.1 State Director Refereeing (AC)

#### 8.1.A

[Update from the State Director Refereeing AC \(1\).pdf](#)

Updating AC Referee qualifications around the State has been proceeding, and final training sessions to be undertaken via Zoom. The Board accepted the report from Ted Salter with thanks.

### 8.2 Tournaments

Tournaments cancelled til end September.

Tempe shutting 24 November for lawn renovation

## 9. Any Other Business

## 10. Correspondence

[10.A Correspondence July August 2021.docx](#)

## 11. Next Meeting/Close

Meeting closed 9.30pm. Next meeting September 14 7.30 pm by zoom

### Actions #11

(In Progress) Review minutes for meeting Board Meeting August 2021

**Steve Miles**