



# Minutes for Board Meeting September 2021

Croquet NSW

Held at zoom

14/09/2021 @ 19:30

## No. Minutes

### 1. Attendance

Rosie Landrebe, Rik Mills, Steve Miles, Kate McLoughlin

### 2. Apologies/ Proxies/ Quorum

Steve Miles was voted as Chair of the meeting

### 3. Confirm Minutes of Previous Meeting

[3.A Board\\_Meeting\\_August\\_2021\\_Minutes\\_24\\_08\\_2021.pdf](#)

Agreed, noting Steve Miles voted as Chair of the August meeting

### 4. Business Arising of Previous Meeting

#### 4.1 PPEP extensons KMc

Application of extension requires some previous knowledge of the PPEP grant.

#### Actions #4.1

(In Progress) Rosie Landrebe to apply for PPEP extension **Rosie Landrebe**

#### 4.2 Govt House Eire Cup fu RL

Rosie Landrebe has left message with office

#### Actions #4.2

(Not Yet Started) Kate to write letter confirming Eire Cup reception for next March

**Kate McLoughlin**

#### 4.3 Cooks River update RM SM

[4.3.A](#)

[CNSW and CRCC Lawn Use Agreement 20210907.docx](#)

Rik is organising a mediated meeting with CRCC



The Board agreed that the Lawn use Agreement drafted by Steve Miles be sent to Cooks' River. Moved Rosie Landrebe, seconded Steve Miles  
It was also noted that the Board had approved the Facilities Management Committee for Tempe as Steve Miles, Rosie Landrebe and Peter Landrebe.

#### **Actions #4.3**

(In Progress) Steve to send updated Lawn use agreement to Cooks River Croquet Club  
**Steve Miles**

#### **4.4 IWS Agreement RL**

Rosie Landrebe will attend the next Concordia Board Meeting to present the IWC agreement to Concordia Club with a view to both parties signing the Agreement

#### **Actions #4.4**

(In Progress) Rosie to attend Concordia Club Board meeting as soon as possible to discuss IWC agreement and its sign-off by both parties **Rosie Landrebe**

#### **4.5 Hubs proposal RL**

##### **4.5.A**

[CLUB HUB STRATEGY v2 \(1\).pptx](#)

The Hubs proposal was discussed. The plan is to identify 4 Clubs in the first year who meet the criteria, and have the commitment to take on the role. Initial funding will be from CNSW Covid funds, and subsequently from NSW Sport and Rec grants. There was discussion about the viability of Canberra being considered as it was in a different jurisdiction.

#### **Actions #4.5**

(In Progress) Rosie to update Hubs proposal funding model for presentation to AGM  
**Rosie Landrebe**

#### **4.6 Covid funding proposal KMc RM**

Updating of document required by Kate and Rik Mills

#### **4.7 Duties of Officials document KMc**

Steve Miles comments were noted. Further Board input welcomed. Kate to seek input from current Officials and Committees on the draft.

## **5. Finance Report**

### **5.1 Annual Report Papers**

#### **5.1.A**

[Annual Report 2021 Board Motions.pdf](#)

#### **5.1.B**

[CNSW Treasurer Annual Report.docx](#)

#### **5.1.C**

[2021 financial report - Croquet NSW.pdf](#)

#### **5.1.D**

[Committee and Management Report 2021.pdf](#)

1. The Treasurer moved that the **Annual Financial Report** be Noted, for inclusion in Annual



Report. seconded Rosie Landrebe. passed. The Board discussed the capital funds described as the Building Fund as necessary for ongoing capital expenditure.

2. That the Treasurer and another board member be authorised to sign the statement on P11, of the **Financial Statement** , namely:

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements. "In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of CROQUET NSW INCORPORATED as at 30 June 2021 and its performance for the year ended on that date. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due",moved Steve Miles, seconded Rik Mills. passed.

The Financial Statement will be sent to CNSW Clubs with Annual Report.

3. That the Committee and Management Report on the Audit has been discussed and noted, seconded Rosie Landrebe. passed

#### **Actions #5.1**

(In Progress) That the Annual Financial Report and Financial Statements be finalised for inclusion in Annual Report to members **Steve Miles Kate McLoughlin**

#### **5.2 Monthly Report 202109**

##### **5.2.A**

[Treasurer's Report 202109.pdf](#)

The Board accepted the Treasurer's monthly financial report, seconded Kate McLoughlin

## **6. Executive Reports**

### **7. General Business**

#### **7.1 AGM preparation**

Kate McLoughlin reported she had received 7 nominations for 7 Board positions. It was agreed that Pete Landrebe be offered the role of State Coach to compliment Pam Gentle who has offered to stay on as Coaching Co-ordinator

#### **Actions #7.1**

(In Progress) Confirm Peter Landrebe's role as State Coach **Kate McLoughlin**

#### **7.2 Annual Report draft**

Kate McLoughlin reported that she had received at least 5 reports for the Annual Report and was looking for input on Coaching, Gateball (on the way) and SDR (AC) if possible. She would also include competition results as well as standard items. Drafts would be run by Board early October.

#### **7.3 Croquet Australia Discussion Forum**

##### **7.3.A**

[210913 Discussion Forum Agenda \(1\).pdf](#)

##### **7.3.B**

[Response to ACA Proposals - Sept 2021.docx](#)

It was agreed that Kate McLoughlin be the CNSW delegate for CNSW Discussion Forum on 29



September and Rosie Landrebe would attend as an observer.

#### **7.4 Duties of Officials and Committees**

##### **7.4.A**

[CNSW Officials and Committees -LineNumbers kate rev.docx](#)

##### **7.4.B**

[CNSW Officials and Committees -LineNumbers kate rev vSM.docx](#)

The Board noted and agreed to Steve Miles' changes.

It was agreed that the draft be circulated to current Officials for their comment.

#### **Actions #7.4**

(In Progress) Kate to circulate CNSW Officials document to current Officials and Committees **Kate McLoughlin**

#### **8. Committee Reports**

None received: all committees focussing on annual reports

#### **9. Correspondence**

[9.A Correspondence August September 2021.docx](#)

As attached

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

Some discussion on life membership options for consideration after AGM.

#### **11. Next Meeting/Close**

19 October Board Meeting prior to AGM.

AGM 23/10 10.30 am for 11.00 am

26 October first meeting of new Board