



Minutes for Board Meeting November 2021

Croquet NSW

Held at zoom

10/11/2021 @ 19:30

Approved by Kate McLoughlin on 25 November 2021

No. Minutes

1. Attendance

Kate McLoughlin, Rosie Landrebe, Steve Miles, Rik Mills, Liz Friend, Ray Chapman, David Scott

Upon opening the meeting Kate talked about conduct of Board members at meetings and it was agreed that we share time, do not talk over the top of each other, aim for consensus decision making and have respectful communication. It was further agreed respectful communication also includes prefacing emails between Board members with Hi or something similar.

2. Apologies/ Proxies/ Quorum

3. Confirm Minutes of Previous Meeting

Agreed

4. Business Arising of Previous Meeting

4.A Cooks River

4.1 Cooks River draft Agreement and proposed response

4.1.A

[The Draft Agreement from CRCC 10Oct21.pdf](#)

4.1.B

[CRCC AgreementResponse-v4 Nov2021.docx](#)

4.1.C

[CCRC and CNSW Newsletter Article.docx](#)

4.1.D

[Board Paper CNSW and CRCC agreement.pdf](#)

Agreed Tempe remain as CNSW Headquarters for foreseeable future. CNSW very happy to have Cooks River Croquet Club as an ongoing user of the venue.

Motion : *"Kate writes a letter to Cooks River Croquet Club outlining the Board's position as*

Approved by Kate McLoughlin on 25 November 2021



discussed tonight. Such letter be approved by the Board prior to release to Cooks River Croquet Club." Moved Kate McLoughlin, seconded Liz Friend. **Adopted** .

Actions #4.1

(Complete) Kate to write to Cooks River CC advising CNSW position etc. **Kate McLoughlin**

4.2 HUBS application 12 November

Draft Expression of Interest completed. Feedback to Rosie so final version can be completed in next few days and emailed to clubs with Powerpoint presentation.

4.3 Tournaments input feedback

4.3.A

[Tournaments email 1 11 21.pdf](#)

4.4 Eire Cup

Planning underway as covered in Chair's report.

4.5 Officer and Committee responsibilities

4.5.A

[CNSW Officers Schedule 2021.docx](#)

Circulated and updated with Liz now contact for Selection and David contact for Refereeing. Gateball to be added shortly.

5. Executive Reports

5.1 Chair's Report

5.1.A

[Chair's Report 2021 November.docx](#)

Kate introduced herself to Teresa from Concordia. Teresa confirmed she only wishes to liaise with Rosie for all things croquet at Tempe. Golden Mallet Award nomination has gone out to clubs - Cliff Elliot again making trophy for this year at cost of \$150. David Stanton has venue planning for Eire Cup well underway. Government House has confirmed they will host reception. \$20K set aside for Eire Cup of which \$3K set aside for tournament dinner. Kate to follow up with Eire Cup Committee re: overall planning & budget.

Items & papers from Board members to be loaded onto CatHerder by midnight the Friday before the next meeting.

Three meetings next year to be open for clubs to join in forum.

Board member behaviour to reflect open, honest and respectful communication, delivering on commitments and sticking to decisions made.

6. Finance Report



6.1 Treasurers Report

6.1.A

[Treasurer's Report 202111.pdf](#)

Funds coming in from half year affiliation fee. Defibrillator has arrived and will be erected in a spot visible to croquet and Concordia. Training to be arranged and include Cooks River & Concordia. Expenses have reduced by utilising electronic communication rather than surface mail. Steve waiting for Eire Cup budget.

Steve has prepared a lawn maintenance budget in consultation with Rob Elliott and current contractor. **Motion** : *"The lawn maintenance budget be accepted."* Moved by Rik Mills, seconded by Kate McLoughlin. **Adopted** .

Steve confirmed the forecast income and expenditure in his report is in effect a budget.

Motion : *"The Board accepts Steve's report."* Moved by Kate McLoughlin, seconded by Rik Mills. **Adopted**

6.2 2022 Fees and Reimbursables

6.2.A

[Fees and Reimbursables 2022.pdf](#)

6.2.B

[Schedule of Fees and Reimbursables 2022.pdf](#)

Subsidy for teams travelling to participate in Pennant finals remains at \$0.25 per kilometre to a maximum of \$50 per team.

Steve will add to CNSW website and include with Newsletter.

7. General Business

7.1 Cooks River access fees

Kate will include in reply to Cooks River proposed agreement.

7.2 Strategic Plan

Held over to next meeting.

Actions #7.2

(In Progress) Review the Strategic Plan and choose 4 things you want to achieve in 2022 **Rosie Landrebe Steve Miles Kate McLoughlin Rik Mills David Scott Ray Chapman Liz Friend**

7.3 Golden mallet award

8. Committee Reports

9. Any Other Business



[9.A Board_Meeting_Action_Tracker.pdf](#)

Finalise application for eligible clubs to apply for \$1,000 COVID-19 funding.

Ray has located 8 CNSW trophies meaning 35 remain unaccounted. He's hopeful the Newsletter will generate more response. Steve confirmed Board members are pre-authorized to spend up to \$250 between meetings, providing expense is within their responsibilities. Ray will proceed to update engraving on one of the trophies currently held at Ballina. Focus going forward will be for trophy winners to have the trophy at their home until returning it prior to follow year event.

Actions #9

(On Hold) Finalise application letter for eligible clubs to apply for COVID funding **Rik Mills**

9.1 Public Officer appointment

Steve will continue in this role and complete Form A12.

Actions #9.1

(Complete) David to request David Archer add Public Officer to website. **David Scott**

10. Correspondence

[10.A Correspondence September October 2021.docx](#)

As attached

11. Next Meeting/Close

Meeting closed 9:30pm. Next meeting 7 December 2021 at 7:30pm.

Actions #11

(In Progress) Review minutes for meeting Board Meeting November 2021 **Kate McLoughlin**

11.1 Meetings and Forums