



CNSW Board Meeting MINUTES

11 July 2023, at 7:00pm

via MS Teams

Minute Taker: Fidy Westgarth

Recording On:

1. Meeting Opening

1.1. **Attendees:** Ray Chapman (Chair); Rik Mills; Steve Miles; Liz Friend; Fidy Westgarth

1.2. **Apologies:** Kate McLoughlin

1.3. **Quorum:** Yes

1.4. **Directors Conflict of Interest Declarations:** None declared

1.5. Previous Minutes

1.5.1. Confirmation of the Minutes from [minutes 13 June 2023.docx](#)
ð CONFIRMED

1.5.2. Matters arising/action list review [CNSW-ActionsLog-2023.docx](#) action items board meeting [13 june.docx.....](#)
Actions from last meeting were all completed, except Child Protection Policy.

For next Agenda:

Child Protection Policy, for consideration: How to approach WWC issue – what is CNSW role? Is this Club's responsibility? Need to follow-up and clarify, and to communicate to the Clubs.

2. Matters for Decision

2.1. Major Strategic Decisions

2.1.1. Member Management Platform

2.1.1.1. [Rev Sport Letter of Acceptance.docx](#)

The Letter of Acceptance was sent to RevSPORT on 15 June.

2.1.1.2. [8994-2023-01 - revolutioniseSPORT Software as a Service Agreement.pdf](#)

Board members have raised several queries re RevSPORT's proposed Service Agreement. A meeting has been arranged with RevSPORT tomorrow night to look at the SaaS agreement and clarify any changes that CNSW would like.

Rik will write up the functionality scope of the Member and Event Management Platform, covering CNSW expectations

2.1.1.3. Collected Input re RevSport [RevSport Comments.pdf](#)

2.1.1.4. Notes on Ray's Talk with Qld Croquet [RayNotes-RevSport.pdf](#)

2.1.1.5. Link to YouTube Video <https://www.youtube.com/watch?v=16MTcUnsEy0>

Board should watch this video from Queensland Croquet, before tomorrow night's meeting.

3. Matters for Discussion

3.1. Chair's Report

3.1.1. [POM-Meeting.pdf](#)

Members considered Kate McLoughlin's report from the meeting 19/7/23 re. Mackey Park Plan of Management. We do not expect much progress over the next few months, so no decisions are required. Ray will phone Scott Mullin (the property manager) to touch base, in Kate's absence.

3.1.2. Draft POM circulated to Board

3.2. Finance Reports

3.2.1. Treasurers Report [TreasureOr's Report 20230711.pdf](#)

Steve clarified some of the items in his report. The report was approved by the Board.

3.2.2. [Beryl Chambers Player Subsidies.pdf](#)

Steve explained the main cost is for travel and accommodation for finalists coming from outside Sydney. The entry fees paid by all players cover all these expenses. The report was approved by the Board.

3.2.3. [Fees and Reimbursables.pdf](#)

The treasurer's revised expense reimbursement table was approved.

3.2.4. [CNSW Lawn Use Reimbursement 2023 v20230711.doc](#) -for posting on website

This was noted. There are no changes, but it is a new form.

3.3. Increase in kilometre rate and inclusion of tolls [25c Km Rate Change Including Tolls.pdf](#)

The proposal was approved: to amend the per km rate from 25c to 31c including tolls for any travel distance. Note: tolls will not be reimbursed in addition to the 31c per Km rate.

3.4. Recognising CNSW Volunteers [ACA-CNSW-Volunteers.pdf](#)

Adoption of the proposed ACA badge for NSW was not supported.

3.5. NSW hosting Australia Gateball Championships [AusGateballRequest.docx](#)

Approved: holding of the Gateball Australia Championships at Toronto, 16-20 October.

4. Committee Minutes/Officer Reports

4.1. Operational Plan: still work-in-progress

4.2. Facilities Management Committee – nothing to report (See Item 6.4)

4.3. [U21 Working Group - Minutes - June 2023 \(Chair CNSW\).docx](#) : Noted

4.4. Membership Marketing Project - Update

4.4.1. [Board Proposal 2023-07 Membership Promotion & Marketing.docx \(outlook.com\)](#)

The Board approved establishing a sub-committee for this project. Ask for volunteers – 5 should be enough for the sub-committee.

ACTION: Liz will develop Terms of Reference and will put request for volunteers in the Newsletter.

4.4.2. [Decision Matrix Strategies Vs1.pdf](#) – provides a list of 40 activities for inclusion in this project.

It was proposed that CNSW should reinstate webinars as held previously to inform and support Clubs – to discuss strategies and share ideas with club members regarding this project.

5. Matters for Ratification/Approval
<p>5.1. Trophies for Division 2 Ricochet - agreed to by email board paper division 2 trophies.pdf Approved: purchase of trophies for the Ricochet Division 2 championships</p>
6. Matters for Noting
<p>6.1. Correspondence email June July.pdf – All managed</p> <p>6.2. Updated Board Calendar</p> <p>6.3. Policy Updates</p> <p>6.3.1. CNSW Life Membership Appointment - Posted This is complete. Liz will include it in the Newsletter.</p> <p>6.4. Request from Cooks River CC CleanUpClause.pdf ACTION: Rik will respond to this additional request from CRCC: not supported by CNSW.</p>
7. Meeting Finalization
<p>7.1. Next meeting/Minute Taker: 8 August 2023 – Stephen Burns, Minutes</p> <p>7.2. Meeting Closed at 8:29pm</p>

ACTION LIST:

- RM Include in Next Board Agenda: How to approach the Working with Children issue, for CNSW.
- RC Ray will phone Scott Mullin (Mackey Park property manager) to touch base regarding POM.
- RM develop scope for RevSPORT Agreement
- LF Member Marketing Project: develop Terms of Reference, and put request for volunteers in the Newsletter
- RM Respond to request from Cooks River CC (CleanUpClause.pdf)