



CNSW Board Meeting Minutes

November 14th, 2023

MS Teams

Minute Taker: Ray Chapman

Recording On:

1. Meeting Opening

1.1. Attendees Kate McLoughlin (Chair) Ray Chapman, Liz Friend, Steve Miles, Stephen Burns, Fidy Westgarth, Rik Mills

1.2. Apologies: Nil

1.3. Quorum: Yes

1.4. Directors Conflict of Interest Declarations: Nil

1.5. Previous Minutes

1.6. Confirmation of the Minutes from [CNSW Board MINUTES October draft .docx](#)
Board approved the minutes

1.7. Matters arising/action list review

Outstanding – Child Safety Policies, Rik following up.
FMC proposal response due at next board meeting

2. ACA CEO [ACA-CEO Questions.docx](#)

Kristie Middleton CEO ACA joined the meeting and outlined her considerable work experience in sports administration. Kristie answers to the question we submitted are annotated on the attached questions/docx

3. Matters for Discussion

3.1. Chair's Report [2023-11-ChairRep.docx](#)

Rev Sports contract – on hold until ACA negotiations completed with Rev Sports.

Rev Sports to provide a quote to do a website.

ACA platform not due for release until July 2024

ACA fees will be \$36 in 2024

Kate to continue to contact Office of Sport about extension of grant.

Organisation support program – Extension applied to 17 November but look like we are a category 2 sports and grant would be \$40,000. The grant could be spread over \$14,000 lawn renovations, \$6000 equipment, and the \$20,000 split between Coaching programs and marketing initiatives. Can do variations to the funding categories.

Kate to send email to Board for approval of expenditure categories for the organisation support program grant.

3.2 Finance Report - [Treasurer's Report 20231114.pdf](#)

Steve Miles tabled the Treasurers report which was accepted by the Board.
October was the month where the second instalment of the affiliation fees for 2023 were issued.

This income accrues to CNSW as ACA has already been paid.

The year end forecast profit has improved to around \$13,305 due to several positive factors.

Further discussion on forecast for 2024 would occur at the next Board Meetings

3.3 Discussion concerning forthcoming strategic decisions

Develop EOI's for:

3.1.1. State Director AC Refereeing

3.1.2. State Director GC Refereeing

3.1.3. State Co-ordinator Coaching

Board noted need to find replacements for above positions. Kate is approaching potential candidates for the state Co-Ordinator of coaching.

Lorraine Hatfield is happy to continue as the State Director of GC refereeing, but we need someone to take the role of finding GC referees for CNSW Tournaments.

4. Matters for Noting

4.1. AGM Timeline [AGM Timetable.docx](#)

The timeline for the AGM was noted by the Board

4.2. Replacement Trophies [Board Paper - Replacement of Golf champions of champions Trophy.pdf](#)

Board paper withdrawn as existing trophy found by Steve Miles.

4.3. Peter Coles Correspondence re GC Refereeing [Deep concern \(Web view\)](#)

Kate to prepare a reply to Peter Coles.

Information on coaching to be provided by Lorraine Hatfield for the next newsletter

Kate to resend Lorraine Hatfield referee correspondence to the ACA

ACA aware of Peter Coles correspondence

4.4. Coaching Coordinator Resignation [Coaching Coordinator Resignation.docx](#)

The resignation of Pam Gentle was noted.

Rik to forward a letter of thanks.

5. Committee Minutes/Officer Reports
5.1. Operational Plan
5.2. Facilities Management Committee
<p>5.3. Tournaments Committee Report</p> <p>5.3.1. TC Report 20231016.docx</p> <p>5.3.2. Events Summary 2023.pdf</p> <p>The Tournaments committee report was noted by the Board. There was some discussion around the number of entries required for an event to proceed.</p> <p>Ray and Kate to co-ordinate a reply to Tournaments</p>
<p>5.4 CNSW Events for hosting CNSW events to be hosted in 2024.pdf</p> <p>The Details of the Events for Hosting was noted. All clubs have a copy and details can be included in the next newsletter.</p>
5.4. Hubs Report hub report oct 2023.pdf
<p>Ray tabled the 2023 Hub report.</p> <p>The six hubs conducted 55 workshops and the total participants was 735.</p> <p>Funding reports indicate the club hub funds for all hubs (except Port Macquarie) would be sufficient for 2024 activities.</p> <p>The Board agreed that an application process should be conducted for Hubs to continue past 30 June 2024.</p>
6. Matters for Ratification/Approval
7. Matters for Noting
<p>7.1 Lake Illawarra not renewing affiliation RE: Your Correspondence (Web view)</p> <p>Noted by Board.</p>
<p>7.2 Rik to advise clubs of the ACA fee increase to \$36 from 1 January 2024.</p> <p>7.3 CNSW to stay on half yearly billing process.</p> <p>7.4 Marketing proposal to be held over till next Board Meeting.</p> <p>7.5 A grant specialist to be approached to assist in preparing the Capital Infrastructure grant For lighting in a joint application with Cooks River. The cost will come out of the grant if successful</p> <p>7.6 FMC response to be sent to the Board for comments before forwarding to Cooks River</p>
8. Correspondence
8.1. Correspondence (Web view) Noted by the Board

9. Meeting Finalization
9.1. Review Actions
9.2. Decision on items for public disclosure
9.3. Meeting evaluation
9.4. Next meeting/Minute Taker 19/12/2023
9.5. Meeting Closed 21:33