



Minutes of the Board Meeting held on 5th February 2019

1. Opening

The meeting was held via conference call. In attendance Steve Thornton (ST), John Eddes (JE), Richard Hughes (RH), Roberta Flint (RF) and Carol Hayes (CH). Brenda Wild (BW) and chairperson was an apology. In the absence of BW, RF took the chair. RF declared a quorum and the meeting commenced at 6:09pm.

2. Minutes of previous meetings

- 2.1. Adoption of the Minutes of the Board Meeting on 13th December 2018. RF requested that item 5.2 of the draft minutes be amended in line with her emailed text. This was agreed to and attended to. Moved by JE and seconded by RF that the amended minutes be adopted. Carried.
- 2.2. There was no business arising that is not covered in Action Items or General Business.

3. Correspondence

3.1. Correspondence In and Out. As per Dropbox

3.2. Matters Arising:

- Peter Montague to join the GC Selection Committee (Noted but not discussed)
- ACA AGM in Perth on 25th March 2019
 - State Representative. Yet to be finalised. ST to check if any of the Eire Cup Team can make themselves available.
 - Notice of motion for the AGM. Nothing obvious at this stage
 - ST to check on the cut-off date for agenda items for the discussion forum. Directors are to consider items for the forum, ST to collate. A possible item is renewal of the ACA Strategic Plan.
- *In Confidence – Redacted*

4. Reports

- 4.1. Australia Day and Government House. Report prepared by BW and accepted. It was an extremely successful day for croquet and CNSW and a vote of thanks is extended to BW and her team of helpers. There is an amount of merchandising that was not distributed during the day and the board is to consider how it is put to best use.
- 4.2. Financial Report. No report provided but it was agreed that this should be a standing item. Treasurer reported that the Auditor had requested a number of documents which were forwarded in mid-January.

5. Discussion Items

5.1. Progress with McLaughlin Sports Consultancy on Strategic/Business Plan:

- Member Survey has been running for approx 1 week. Around 400 responses with approximately 300 successfully completed surveys,



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- The Strategic Plan Workshop is scheduled for Tues 26th February at a venue TBA and Directors had varying opinions as to the proposed venue and cost. Directors agreed to obtain quotes from venues they thought might be suitable.

- 5.2. Suggestions for Australia Day donation. Decided that the donation should be accepted by CNSW with further discussions on whether it should be channelled to other charities or retained by CNSW.
- 5.3. Access level for Sports Development Officer. Donna to be provided with same access level as a director. This excludes confidential personal information. Donna will need to complete a confidentiality document.
- 5.4. Response to Croquet West on ACDWG. Agreed response is that CNSW is satisfied with GC, AC, Ricochet and Gateball and would not support a modified version of AC. ST to action.
- 5.5. Junior Development Program Awards. ST expressed concern that despite prompting of the selection committees and individuals there had been no applications for awards properly submitted nor award monies paid. Item moved to Action Item List for resolution.

6. Action Items

The list of items was reviewed.





















7. General Business

- 7.1. Nomination by Jacky McDonald for ACA Board. Nomination to be signed by ST and forwarded to the ACA.
- 7.2. Update on constitution and policies. ST provided update. Some feedback on the draft constitution and the membership policy has been received. Advice on certain aspects continue to be sought from our legal advisers.
- 7.3. Honorarium for Website Administrator. Agreed that the honorarium should be continued for the 2018/19 financial year.
- 7.4. State Team Shirts and Logos. Agreed that status quo would be maintained for the 2019 Eire Cup but that shirts with the new CNSW logo would be issued for the 2019 ISS. Moved to Action Items.
- 7.5. Future format of Xmas Lunch and Presentation. RF referred to position paper from a previous Board Meeting suggesting the formation of a sub-committee. Moved to Action Items.
















8. Close

The meeting closed at 8:03pm. The next Board Meeting is scheduled to be held on Tuesday 5th March 2019.

BOARD PAPERS

-  1 Agenda for CNSW Board Meeting on 8Dec18 - Issued
-  1811 Action Items as of 181202
-  1811 Minutes of CNSW Board Meeting on 6Nov18 - Draft R2
-  2019 CNSW Yearbook - Draft - No cover picture
-  181129 Email to CRCC Re_ Mower and response
-  Bev Smith Re Tutoring Referees
-  Board Paper submitted by Brenda Wild. 2019 Aust Day @ Government House
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re Circulating Resolutions
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re CNSW AWARDS 2019 RunUpPennants
-  Board paper submitted by R Flint for meeting 8 Dec 2018 re Perpetual Trophies
-  Board paper submitted by R Hughes for meeting 8 Dec 2018 re Tutor Referees
-  CNSW - Fees and Reimbursements - effective 1Jan19 Rev2
-  CNSW - Fees and Reimbursements - effective 1Jan19RHST
-  CNSW Associated Policy - Membership and Affiliation 6.12.18 Changes Accepted
-  CNSW Associated Policy - Membership and Affiliation 6.12.18 marked changes
-  CNSW Constitution 6Dec18 Version based on OoS Model Constitution and feedback - Changes accepted
-  CNSW Constitution 6Dec18 Version based on OoS Model Constitution and feedback - Marked Up
-  CNSW Constitution and Membership Policy - Revision Notes - 7 Dec 19
-  Croquet NSW Sportsperson of the Year Award 2019 - Draft Selection Criteria and application form
-  New GC Rules books and Rules Workshop Fees

CORRESPONDENCE

-  190202 Info Sheet to Clubs and Others re Donna Olbourne
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-  190130 Letter from Chair - Aust Day Thank You to Clubs.
-  190129 Email 2 from ACA re 2019 AGM
-  190129 Email 1 from ACA re 2019 AGM
-  190121 Email approving Peter Montague onto the GC Selection Committee
-  190115 Email from Barb Piggott re COACHING AUDIT
-  181230 Email from Garry ODell Re_ Use of Tempe Lawns and reply
-  181229 Email from AS - An idea for promoting Junior players to play in events..
-  181217 Email to Clubs re Revision CNSW Schedule of Fees and Reimbursables
-  181217 Email to clubs - Communique from CRCC plus Info Doc from CNSW
-  181217 Email from ACA re Changes to the ACA Board
-  181216 Email to ACA re new Rules Book
-  181216 Email to ACA re New GC Rule Books & Invoice to CNSW
-  181216 CRCC to members of CNSW

Roberta Flint (Acting Chair)

Steve Thornton (Secretary)



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ACTION ITEMS AS OF 6 Feb19			
Item No	Item	Status (Click Icon)	Notes
170208 04	CNSW shirts and merchandising. General Issue	OPEN	5Feb19 Decision on shirts for 2019. Status quo for ISC but new shirts for ISS 20Jan19 Sample shirts and baseball cap sourced by BW. 13Dec18 BW working with supplier in Newcastle 6Nov18 BM to facilitate with new logo
170907 07	Update to Constitution	OPEN	5Feb19 Update provided to board. Some feedback on constitution and policy 06Nov18 Document of 8July withdrawn new document dated 26Oct approved 8July18 New constitution approved by board. 12June18 Second round of evaluation from L&R. Expect to complete within the next few days 14May18 Document inc associated policies to Simon (L&R)
180218 02	Business Plan	OPEN	5Feb19 Strategic Plan Workshop scheduled for end of the month. 6Nov18 part of the Sports Consultancy 8July18 Agreed to create a new plan. ST to contact the OoS about potential providers.
180218 03	Player Pathways	OPEN	5Feb19 Request for PPEP group to provide a report for next Board Meeting 6Nov18 AV, PG, GD moving forward on this. 8July18 TM arranging meeting with group
181213 01	Establish group to look at future of Xmas Lunch & Award Presentation and how it is organised and administered	OPEN	5Feb19 RF to distribute (existing) position paper 13Dec18 Moved from Agenda Item
190206 01	Review Junior Development Program Award	OPEN	5Feb19 - Review of scheme required as it does not seem to be achieving its purpose.