



Minutes for Board Meeting 7th and 13th December 2022

Croquet NSW

Held at zoom

07/12/2021 @ 19:30

No. Minutes

1. Attendance

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

2. Apologies/ Proxies/ Quorum

This Board meeting was held over two nights

Meeting has a Quorum for both sessions

Rosie Landrebe an apology for Monday 13/12/2021

3. Confirm Minutes of Previous Meeting

Minutes of the October 26th 2021 Meeting approved.

4. Business Arising of Previous Meeting

4.1 Eire Cup

4.1.A

[Eire Cup Draft Prep Plan for CNSW Headquarters Tempe.pdf](#)

The Eire Cup preparations were discussed.

Kate to communicate with CRCC the requirements

Rosie to setup a dedicated Eire Cup Facebook page.

Rosie to source sponsorship for the event

Board to invite David Stanton to give an updaters on preparations



Peter Landrebe and Gareth Denyer to submit options for live coverage

David and Liz to prepare media plan.

Actions #4.1

(Not Yet Started) Prepare Facebook Page for Eire Cup

Rosie Landrebe

(Not Yet Started) Prepare media plan David Scott and Liz

David Scott Liz Friend

(Not Yet Started) Kate to Communicate CNSW requirements to CRCC for the period of the Aud Opens and Eire Cup.

Kate McLoughlin

(Not Yet Started) Invite David Stanton to the next Board Meeting to give Eire Cup update.

Kate McLoughlin

4.2 Update on Lawn Renovations

Work on lawn renovations complete,

Courts available from 15th January 2022

4.3 Hubs (Rosie)

2 applications to date

Secretary to circulate EOI and information to Club presidents and secretaries.

The selection panel to consist of one CNSW board member and 2 independents (one outside NSW and the other within) from the provided list.

The process to ensure confidence in the selection.

Motion : "That Rosie Landrebe be the nominated Board member of the Hub selection panel, secure the 2 independent panel members. The panel to then provide their recommendations and rationale of same to the Board for final approval."

Moved: Kate McLoughlin Seconded: Liz Friend

Passed : Unanimously

Monday 13/12/2021

4 Clubs have submitted EOIs. Theses to go to the panel for review.

Panel to report to the Board on their review and recommendations.

Actions #4.3

(In Progress) Complete Club Hubs EOI review and recommendation as per agreed process.

Rosie Landrebe

4.4 Cooks River Agreement (Kate)

4.4.A

[CRCC Lawn Hire Options.pdf](#)

4.4.B

[CNSW and CRCC Lawn Use Agreement 20211113.pdf](#)

4.4.C

[CRCC Lawn Agreement Correction of numbers.pdf](#)

4.4.D

[CRCC letter 21 11 12.docx](#)



The Board resolved to write to CRCC with a final proposal as per the attached letter.

Monday 13/12/2021

Letter sent to CRCC

Board awaiting response from CRCC.

Actions #4.4

- 4.5 (Complete) Letter to CRCC with final proposal **Kate McLoughlin**
Concordia/IWS Agreement (Rosie)

4.6 Trophies update (Ray)

4.6.A

[trophy agenda item.pdf](#)

Ray steadily collecting trophies. Further discussion deferred to future meeting.

CNSW to trial the movement of trophies to event venues so they can be presented to the winners.

Ray to produce a procedure for this.

Actions #4.6

- 4.7 (Complete) Ray to produce a detailed procedure covering delivery, retrieval, presentation etc of trophies for CNSW events **Ray Chapman**
Golden Mallet Award

11 Nominations Received

Judging panel is Lorraine Hatfield, Fay Ross and Kem Hazelton

4.8 Duties of Committees and Officials (Refer Policy Update in General Business)

This item moved to a regular General Business Item

5. Executive Reports

5.1 Chair's Report

5.1.A

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

5.1.B

[CNSW Value Statement \(1\).docx](#)

5.1.C

[Member Protection Policy Attachment A, Codes of behaviour.docx](#)

Alison Sharpe and Margaret Bennet are hoping to organise a demonstration/try the game at Government House Open day on Australia Day 2022 or on a 1st Sunday of the month.

The Board authorise a budget of \$500 to cover costs.



Steve Miles and Rosie Landrebe to assist with organising and running.

6. Finance Report

[6.A Treasurer's Report 202212.pdf](#)

[6.B Payments Over \\$1,000.pdf](#)

Costing for Tempe renovations presented - Noted and passed for payment.

Motion: That the Board authorise the payment of the ACA insurance invoice when received.

Moved: Rik Mills Seconded: David Scott Passed Unanimously

Motion: That residual funds from PPEP be refunded to Office of Sport:

Moved: Steve Miles Seconded: Rik Mills Passed Unanimously

Actions #6

(Not Yet Started) Close off PPEP program and refund residual funds to NSW Office of Sport **Steve Miles**

7. General Business

7.1 Strategic Plan

Board members to submit their strategic plan points to Kate for correlation and discussion at the next meeting.

Actions #7.1

(Complete) Select 4 things from the Strategic Plan to achieve in 2022. Email to Kate for correlation prior to next Board Meeting. Please include some discussion on your selections **Rosie Landrebe Steve Miles Kate McLoughlin Rik Mills David Scott Ray Chapman Liz Friend**

7.2 Ricochet Perpetual Trophies Proposal

[7.2.A](#)

[Ricochet CNSW Perpetual Trophies.pdf](#)

Motion: That the Board authorise the purchasing of two perpetual trophies (Shields) to the value of \$300. One for Singles the other for doubles and these trophies to be named after Margaret-Rose Thompson and Margaret Sawers as per the 11 November 2021 submission from Richard Hughes.

Moved: Ray Chapman Seconded: David Scott Passed: Unanimously

7.3 States Joint Publicity Initiative

[7.3.A](#)

[2021-11-StatesJointPublicityInitiative-Notes.pdf](#)

7.4 CNSW Investments with Australian Unity & Cromwell

[7.4.A](#)



[Paper on CNSW Aust Unity & Cromwell Investments.pdf](#)

Further investigation by Steve Miles and David Scott

7.5 Policy updates (Rik)

7.5.A

[2021-12-07-Croquet NSW Policies Under Review.pdf](#)

Waiting on responses from some committees and officers as to their entries

7.6 ACA Website and national database

7.6.A

[211204 ACA - Database Letter.pdf](#)

7.6.B

[PeterFreer endorsement National Member Database.pdf](#)

7.6.C

[Database brief for States final.pdf](#)

7.6.D

[ACA Player Database.pdf](#)

Board members to attend a briefing session on Thursday 16/12/2021.

7.7 Newsletter

Liz thanked everyone for their feed back.

8. Committee Reports

8.1 2022 Tournament Schedule

8.1.A

[CNSW EVENTS SCHEDULE 2022.pdf](#)

The Board accepted the Tournament schedule for 2022

The board contacts for selection and coaching need to contact their respective committees and remind them to produce a time table for 2022.

9. Any Other Business

Agenda Item 7.A

Event Hosting & Running Incentive

The Board decided to rebate Clubs that host CNSW events 60% of Entry fees for court usage and 30% of entry fees for event management.

Moved : Ray Chapman Seconded: David Scott Passed: Unanimously

Agenda Item 7.B



Balls and Hoops

CNSW to purchase two sets of balls for each lawn at Tempe and these balls to only be used at International, National or CNSW events.

Steve Miles and Lorraine Hatfield are working on supplying clips.

Actions #9

(Not Yet Started) Check what new sets of balls are currently available at Tempe and purchase new sets of primary & secondary colour balls so there are 4 sets of each.

Steve Miles

(Complete) Update Event Hosting documentation **Steve Miles**

10. Correspondence

[10.A CorrespondenceNovember2021.pdf](#)

11. Next Meeting/Close

Meeting closed 21:00. Next meeting Tuesday 18th January 2022 commencing 19:30 via ZOOM