

CAQ MANAGEMENT COMMITTEE

Croquet Association Queensland Inc.
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MINUTES

MAY

Tuesday 22nd May 2018

1. Opening: President D. Close welcomed 2018 Board Members and Observers
2. Attendees: President D. Close; Secretary C. Ribone; Treasurer K. wood; SCR D. Byres; BNR C. Ribone; DDR P. Reynolds; CQR L. Farry; WBB (Proxy) E. Fleming; BSR B. McAlister GCTR M. Neate; Minute Secretary V. Wintzer.
Observers: B. Rubock (Director of golf Croquet) C. Burdell (Wynnum Croquet Club), B. Fleming (Wynnum Croquet club)
3. Apologies: V.P. D. Williams; WBB J. stokes
4. Visitors M. Willis (arrival 12.45) Web Officer (arrival 10.45)
5. Vale: Mr Arnold Jones – Life Member Toowoomba Croquet Club'
6. Receipt of Minutes of CAQ Management committee Meeting 22 April 2018.
MOTION: That the Minutes of the CAQ Management Committee meeting 22nd April 2018 are received
Moved K. Wood (Treasurer) Seconded C. Ribone (BNR) CARRIED
7. **Amendment to CAQ Minutes 22/4/18:**
John Stokes (WBB) wished it noted in the Minutes of CAQ Management Committee that he did not abstain but voted no on the issue of the changing of the BSR Delegate.
8. **Confirmation of CAQ Management committee Minutes Of 22/4/18**
MOTION: That the CAQ Management committee Minutes of 22/4/18 are accepted including the above amendment.
Moved CQR Seconded SCR Carried

9. **Business arising from CAQ Minutes 22/4/18:**

9.1 **Brisbane South region Minutes**

The committee has supplied both Minutes and updated Minutes to their meeting.

After discussion the CAQ Management Committee resolved that Mr Bruce McAlister is accepted as the new BSR Delegate for the remainder of 2018.

9.1 (b) **BSR Memo Brisbane south re: TV Marketing and Advertising:**

Work has been carried out on this and it was pointed out only certain grants were available, and it did not mean an application would be successful.

Bruce McAlister further provided a Memo on the Proposal that he wished forwarded to all clubs for comment.

MOTION: Clubs asked to provide information as to whether the Proposal is to be considered by the Management Committee.

Moved BSR Seconded WBB Carried

9.1 (c). **Also, various aspects of A.G.M. procedures** were discussed and explained.

MOTION. "That the minutes of the 2017 Annual General Meeting are amended to reflect that Special General Meeting minutes 26 September 2-17 are received and accepted."

Moved BSR, seconded BNR.

9.2 Position Descriptions

These have been received from the external Agency used to provide the Sports and Recreational Deliverables for 2017. It was resolved that these Positions Descriptions are forwarded to Clubs for perusal and discussion in readiness for any changes that may be made to the By-Laws in the review.

9.2 (a) Position Description State Team Managers.

After discussion, it was resolved that after a minor adjustment to Point 21, a copy of the new Position Description is forwarded to the Selection Sub-Committee for use by future State Team Managers.

MOTION: Suspend Standing Orders for presentation by the CAQ Web Officer of the updated CAQ Web site.

Moved Treasurer K. Wood and seconded BNR C. Ribone

Ms Genevieve Ganner (Web Officer) and Peter Grees gave an overview of the new CAQ Website to the Board Members and advised it will be live on CAQ Web site on Saturday 26 May.

Comments made by the Web Officer are as follows: -

- (a) The Web Officer will confirm the date by email to all clubs.
- (b) MyCroquet is a separate programme.
- (c) Further work needs to be done on MyCroquet for it to be used in conjunction with the CAQ Web page.
- (d) My Croquet remains as is which includes sections on Handicaps Coaching and Referee information.
- (e) The Web Officers stated that the Web emphasis is ensuring that the tournament Program is available to all in an easy format.

The WBB Proxy Delegate gave a Vote of thanks to the Web Officer.

MOTION: Return to Standing Orders

Moved SCR Seconded BNR - Carried

10 CORRESPONDENCE:

10.1 Letter from Broadbeach: Letter received from Broadbeach re progress following the end of the Commonwealth Games. GCTR elaborated on progress of club.

10.2 - Director of golf Referees GC re: Referees for golf WBB -Tabled. this is covered under the Development Grant.

10.3 - Out of pocket registration costs for other sports.

For information only, published in recent Courier Mail.

10.4 Resignation Acting Event Manager -

A vote of thanks given to Mr Fleming for standing in the position for the period

10.5 Victoria – joint publicity campaign -

Motion: Queensland is not in position to support the Joint Publicity campaign in 2018 with Victoria

Moved BNR Seconded Treas Carried

10.6 Re: NBN coming to Sports House –

Noted Emails to be sent to clubs advising of possible interruptions.

MOTION: Suspension of Standing Orders for presentation by:-

Michael James Willis BEcon.FAICD. SFFin, Board, Chair and Company director

Moved: SCR D. Byres Seconded BNR C. Ribone carried

Following the welcome by President D. Close, Mr Willis replied to questions put to him in writing on subjects such as The Rules, the By-Laws. And Procedures. His clear explanations to the questions asked by the Management Committee were very well received by all.

Following Mr Willis's Presentation President Don Close thanked him for attending and giving insight into these matters

Standing Orders were resumed

Moved DDR P. Reynolds Seconded BSR B. McAlister

11. Reports:

President – Tabled

Secretary – Tabled

Treasurer – Tabled and asked for clarification to the following items:

(a) Registered Players must pay the \$6 Insurance at the time of registration.

(b) **MOTION:** Clubs cannot substitute a cancelled membership fee for a new Membership fee. This is not standard practice
MOVED Treasurer Seconded SCR carried

(c) Invoice for ACA fees is expected in June

(d) **NOTED:** all Clubs are to be reminded that all Registration forms must be sent direct to the Office and not direct to the Registrations Officer.

(c) Payments being made directly into CAQ Bank must show all correct information as to what the payment is for.

(e) Clubs claiming for State Team Practice will not be paid as it has always been considered as a contribution to the representative team process.

MOTION:

That the Financial Report be accepted, and accounts ratified for payment.

Moved Treasurer K. Wood seconded DDR Carried

11.5 Development Grant

11.4 Confirmed that the Leisa Dolan workshop the Excellent committee will be held at Sports House on Monday 18th June 2018/ Whilst this is a Sports and Recreation deliverable for the Management Committee it

was resolved that an Invitation is sent to Clubs who may be interested in attending.

11.5.1 State Marketing Plan: Active8 has forwarded the Draft Marketing Plan. It was considered by the Management committee and some aspects were questioned as to whether they would be viable for Croquet Queensland. Active8 has therefore been requested to review these issues before the document is finalised and sent to clubs.

11.5.2 /11.5.3/11.5.4 Terms of Reference – CAQ Sub Committees – CAQ Code sub Committees:

Terms of Reference and Various Policies have been received from the external Agency used to provide the sports and Recreational Deliverables for 2017. It was resolved that these Terms of Reference and Policies are forwarded to Clubs for perusal and discussion in readiness for any changes that may be made to the By-Laws in the review.

OTHER REPORTS

Report from Association Croquet re recent CAQ Event - Tabled
Brisbane North: The Gateball Delegate to the Brisbane North sub-committee has requested that CAQ consider supporting an Interstate Gateball championship in the future and has requested that the CAQ pass this request on to the ACA. Resolved the request is sent to ACA for discussion.

Golf Open singles – report submitted by tournament Manager – tabled

Report from member of 2018 AC Representative Player -Tabled with thanks

12. **General Business**

12.1 Selection committee:

List of Players who have accepted Selection for golf Croquet WCF Shield Representation are as follows: -

Murray Tinker – Captain; Ross Rillie; Ron Schodel; Geoff Hull; 1st Reserve: Robert Martin, 2nd Reserve Dennis Green.

Helen Rillie – vice Captain; Geraldine Trivett; Nuran Melksham; Beryl Turner; 1st reserve Cynthia Tacey; 2nd Reserve Megan Stuart

List AC State Team Squad. The following players were invited to join the AC Squad: -

Kathleen Colclough; Deidre Hardy; Willy Silk; Heather Knight; Cynthia Tacey; Rosemary Newsham; Barbara Northcott; Susan Bertram; Yuni Rowell

Tom Knight; Troy McCallum; Les Watson; Greg Whymark; Ralph Allan; David Luxmore; Nick Smith; Lindsay David; John Hardy; Mike Bertram; Don MacGilvray; Geoff Dickie; J. Stokes

Not all have accepted as at this date.

12.1.1 Re Queensland Golf State Team will be subsidised for their mileage travel to Newcastle by car if they so wish to drive rather than fly, for the golf Croquet Nationals championships being held in the Hunter Valley 5th to 15th September 2018.

12.1.3 **Selection committee Minutes:-** Tabled

12.1.4 **Association Croquet Representative Team Report: -** Tabled

12.2 **Open singles Report -** Tabled

13. ANY OTHER BUSINESS:

Selection Policy Review:

There was discussion about whether or not the recent Ad Hoc Committee was formed in accordance with the ByLaws.

Following this discussion

MOTION: that an expression of interest to form an Ad Hoc Committee to review the Selection Policy is advertised as per CAQ By Law 52.4.2 with Terms of Reference se of a two months period

MOVED WBB Proxy E. Fleming Seconded Treasurer K. Wood Carried.

it was agreed that expressions are forwarded to the CAQ Secretary by the closing date of 1 June 2018. The ad hoc committee's recommendations as to any changes are to be tabled at the MC August meeting.

Once the Expressions of Interest close, nominated names will be forwarded to Management Committee Members as a flying Minute.

14. **Next Management Committee Meeting: - 19th June 2018**

There being no further business Meeting closed 3.46p.m.