

CROQUET ASSOCIATION QUEENSLAND

Sports House
150 Caxton street
MILTON Q 4064

Management Committee Meeting date 19th March 2019

		ACTION
	<p>Welcome 10.29am The President welcomed Members to the Meeting. President welcomed new SCR Delegate Ross Rillie</p>	
1.	<p>Attendees: D. Close (President) D. Williams (Vice President) R. Brown(BNR) D. Drake Treasurer) J. Stokes (WBB) P. Reynolds (DDR) L. Farry (CQR) R. Rillie (SCR) C. Bardell (BSR) V. Wintzer (IPP; Assist Sec) Observers: H. Rillie</p>	
2.	<p>Apology: C. Ribone (Secretary) M. Neate (GCTR) MOTION: Apologies be accepted MOVED:CQR SECONDED BSR</p>	Carried without dissent
3.	<p>Vale: Kathleen Albert A Minute silence was observed</p>	
4.	<p>Receipt of Minutes M/C 25th February 2019 MOTION: Minutes of the CAQ Management Committee meeting of 25 February 19th February be received Moved V.P. Seconded WBB Carried</p>	Carried without dissent
6.	<p>Amendments to Minutes of Management Committee Meeting 19 June 2018</p>	Nil
7.	<p>Confirmation of Minutes M/C 25th Feb 2019 MOTION: It was Moved by BSR C. Bardell and Seconded DDR P. Reynolds that the Minutes of 25th February 2019 be Confirmation Carried.</p> <p>NOTED: APPOINTMENT OF Valda Wintzer as Secretary President explained the difficulties of the role of the CAQ secretary being unable to perform that role due to being hospitalised due to an accidental fall..</p> <p>MOTION: To suspend duties of Carolyn as Secretary Moved V.P. Doug Williams Seconded J. Stokes WBB Carried Discussion took place as to this is the betterment for Carolyn's quick recovery. CAQ support is for her health to improve as quickly as possible.</p> <p>MOTION Appoint Valda Wintzer as CAQ Secretary for the time of Carolyn's absence Moved BSR Seconded DDR Carried</p> <p>Carolyn will continue to be involved with other CAQ projects assigned to her, e.g. Grants, MSX etc.</p>	<p>7. Carried without dissent</p> <p>Carried without dissent</p> <p>Carried without dissent</p>

	Carolyn has been applying for Grants but to date these have not been successful.			
8 / 8.1	<p>No further business arising from the Minutes of 25th Feb 2019</p> <p>RECEIPT OF THE MINUTES:</p> <p>In regard to the Policy for Social Membership it makes sure that it refers to Gateball as well as "Croquet" means Mallet Sports which includes all four codes.</p> <p>NOTE: The Notice of the "Definition of Social Member" is to be revised/corrected and forwarded to be adopted in all Croquet Clubs.</p> <p>To be completed and forwarded to Clubs.</p> <p>MOTION: 8.1.1 That the social member definition as attached be adopted. Moved BSR. Seconded WBB Carried</p>			
8.2	<p>Upgrade to Registration Database: The Web Officer advised the upgrade to the Database is almost completed. All info to be sent in by the end of March to allow for completion. Web Officer will instruct both the Registration Officer and attend the Management Committee meeting to update all regarding the new process involving the financial Card etc. as well as what to be on the card therefore making it easy for Clubs</p> <p>MOTION: 8.2.1 CAQ proceed with the introduction of the new I.D. Cards for Club members. Moved WBB Seconded SCR Carried</p> <p>ACTION: Invite Directors of Codes to the May 2019 CAQ Management Committee meeting as well as Genevieve to give an overview of the process.</p>	ACTION		
8.3	<p>Reference to the suggested changes to rules and Policies</p> <p>Agreed Request for Leisa Donlan to forward suggested changes to Rules and Policies before next April Management Committee meeting</p>			
8.4.1	<p>Information only.</p> <p>"Suggestion Deception Bay should be part of Brisbane North Region instead of Sunshine Coast Region"</p> <p>MOTION 8.4.1 Write to Deception Bay Croquet Club requesting their position on Sunshine Coast Region request that Deception Bay should be part of Brisbane North Region and their position should be reviewed. Moved WBB Seconded SCR Carried</p>	ACTION		
8.4.2	Matter resolved			
8.5	A.C.A. AGM: Mr John Stokes will be Croquet Queensland Association Delegate to the ACA AGM confirmed			
8.6	<p>POLICIES;</p> <p>MOTION 8.6.1 Social Media Policy be Adopted BSR/WBB Carried</p> <p>MOTION 8.6.2 Compliance Policy be Adopted WBB/VP Carried</p> <p>MOTION 8.6.3 Healthy club Policy be Adopted DDR/SCR Carried</p> <p>MOTION 8.6.4 Management Committee Code of conduct Policy -</p>			

8.6.5	<p>8.6.5 MOTION: INDUCTION FOR NEW MANAGEMENT COMMITTEE MEMBERS TO BE provided: Moved BSR Seconded BNR Carried</p> <p>Noted: CAQ M/C Meetings to be held last Tuesday of month unless otherwise advised.</p> <p>Policy documents to be available on line</p> <p>Induction Kit to be provided to new members</p> <p>New Letterhead to be sourced</p> <p>ABN to be included on Letterhead</p>	ACTION	
8.7	Make Word Letterhead – for CAQ use. Template on computer	ACTION	

8.8	<p>EIRE CUP</p> <p>MOTION: 8.8.1 Accept offer from BNR and BSR to host 2020 Eire Cup Moved BNR Seconded BSR Carried</p> <p>MOTION:8.8.2 Advise ACA Gold Medal to be played at Point Lookout and BNR and BSR to host the other events. Moved BSR Seconded BNR Carried</p> <p>Advise ACA of Locations</p> <p>A Committee will be formed to Manage the Eire Cup, Men’s Open, Women’s Open and the Gold Medal Events. The committee will be formed from input from clubs and a Delegate from Management committee regarding the management and processes etc. The BSR Delegate will liaise with BNR and BSR Clubs</p> <p>MOTION 8.8.3 Acceptance of proposal from BSR Seconded DDR Carried</p>	ACTION	
		ACTION	
9.1 & 9.2	Information only		
10.	<p>REPORTS: - Region</p> <p>A verbal Report was received by Central Queensland Region</p> <p>COMPLAINTS:</p> <p>The complaints Officer reported that there has only been one official Complaint received and the matter followed the process put in place which was given to the Complaints Panel. A penalty was reached followed by an Appeal and the person the Complaint was against was advised of the outcome. Mediation was requested by the person the Complaint was about and subsequently took place. Following this the complaint was resolved as per the CAQ code of conduct Infringement - Sanctions.</p> <p>PRESIDENT’S REPORT: Advice to Clubs re Complaints Policy clarification. This being that any CAQ affiliated Club member who has been deregistered is not permitted to play at any club games or CAQ/ACA tournaments.</p>		

	<p>A person who has been deregistered by CAQ cannot be a Club "Social member" and play as such as per the "Definition of Social Membership Policy".</p> <p>Motion 10.1 Reports as presented be received MOVED CQR Seconded DDR Carried</p>	
11	<p>TREASURER'S REPORT: treasurer reported the cash balance reports from end of December, January, February and the MYOB report presented for April</p> <p>11.1 MOTION: Treasurer's Report and MYOB report be received TREASURER/BNR CARRIED</p> <p>11.2 MOTION: Mr. Ces Bardell to be appointed to finance committee MOVED Treasurer Seconded WBB Carried</p> <p>Reported: Combined \$179,207 in total accounts with list of accounts to be paid presented.</p> <p>11.3 MOTION: Accounts to be paid as per list provided Moved Treasurer Seconded WBB Carried</p>	
13	GENERAL BUSINESS:	
13.	<p>Request for penalty imposed on B. McAlister to be reconsidered by the complaints tribunal.</p> <p>MOVED WBB Seconded BNR Carried</p>	ACTION
13.1	<p>Motion 13.1 Mr Kevin Melksham be appointed as CAQ Director of Golf Croquet MOVED BNR/ Seconded CQR Carried</p>	ACTION
13.2	<p>Re Strategic and Marketing Plans: LEISA Donlan to be asked for quotes to produce Strategic and Marketing Plans</p>	ACTION
13.3	<p>Re: "Gateball Issue" deferred to next meeting</p>	
13.4	<p>Question: "What is expected from delegates of CAQ?"</p> <p>DISCUSSION:</p> <p>Look at better administration procedures for competitions and Clubs!</p> <p>How to get sponsorship for CAQ Events!</p> <p>Improve CAQ image by positive input!</p> <p>Recruit new players and Referees!</p> <p>Keep in closer touch with Clubs!</p> <p>Seek more sponsorship!</p> <p>Succession Planning!</p> <p>Raise the image by being Passionate about Croquet!</p> <p>Encourage respect for the work of CAQ!</p> <p>More communication as to where money is spent (re financial reports etc.)</p> <p>More communication forwarded to Regions</p>	

	Public Relations Officer required to visit Clubs/Regions. Succession Planning	
	MEETING CLOSED 2.22P.M.	

TAKEN AS A TRUE RECORD.....

DATE.....

PRESIDENT.....

SECRETARY.....