



CROQUET ASSOCIATION QUEENSLAND

Sports House
150 Caxton street
MILTON Q 4064

MANAGEMENT COMMITTEE Meeting Date 26TH June 2019

MINUTES

		10.30A.M. Meeting Open by President D. Close	
1.		ATTENDANCE: D. Close (President); D. Drake (Treasurer) M. Neate (GCTR) P. Reynolds (DDR); R. Rillie (SCR) R. Brown (BNR) J. Stokes (WBB), D. Williams (V.P.) C. Bardell (BSR), C. Ribone L. Farry (CQR) entered the meeting at;12.15pm Observers: J. Hardy (SDA), B. Northcott (SDG), L. Davis (SDR), D. Leahy (Event Man), D. Hardy (Visitor)	
2,		APOLOGY: V. Wintzer, A. Hallinon (SDGoR), K. Melksham (SDGo)	
3.		Vale Lesley Tannock (W. Toowoomba) A minute's silence was held.	
4.		Receipt of Minutes M/C 28 May, I 2019 MOTION: Moved J. Stokes (WBB), seconded R. Rillie (SCR)	Carried unanimously
5.		Amendments to Minutes of Management committee Meeting 28 May 2019 .There were no amendments.	
6.		Confirmation of Minutes 28 May 2019 MOTION: Moved P. Reynolds (DDR), seconded R. Rillie (SCR)	Carried unanimously
7.		Business arising from MC Minutes 28 May 2019	

	7.1	Clarification from L. Dolan re CAQ MC members requiring blue card. no reply as yet	Follow up
	7.2	Expressions of interest ad hoc committee Selection Policy Received from J. Hardy – Expression of Interest. MOTION: Moved R. Brown (BNR) seconded P. Reynolds (DDR) “that the named four people – R. Rillie, John Hardy, T. Ericson and W. Silk – are tasked to review the current Selection Policy and bring Policy and Bylaws into one document.”	Carried unanimously
	7.3	Lord Mayor Adrian Schrinner – The Lord Mayor advised he was delighted to become the Association’s Patron. MOTION: Moved R. Brown (BNR) seconded C. Bardell (BSR) “that the Association formally accept Mayor Schrimner’s .appointment”	Carried unanimously
15		SU8SPENSION OF STANDING ORDERS TO RECEIVE REPORTS FROM CODE DIRECTORS MOTION: Moved J. Stoked (WBB), seconded R. Rillie (SCR) <u>Gateball</u> Director B. Northcott advised that a system had been established where half an hour or so was spent on bringing players up to date with Rules before first match and this is working well. The 2021 Australian Gateball Championship will be held on the Gold Coast. The Director has met with representatives from the Gold Coast City Council and the Championship may fit the category of a Tier 3 sport and therefore could be eligible for the special funding arrangement. The Director is therefore investigating holding the Championships at the BLK Performance Centre at Runaway at a cost of approximate\$1800 a day for three days. She will keep the MC informed on progress, as financial assistance will still be required from CAQ and therefore needs to be included in the 2021 Budget. <u>Ricochet</u> . A review of the Rules is planned to be presented to the ACA ISGM in September for ratification. Numbers for the July Ricochet eve event are very low. MC resolved that closing date should be extended, notice to go out to all Clubs.	Carried unanimously

		<p><u>Coaching</u> Lynda Davis, who is Acting in the Position, says a number of coaches had been accredited at Level 1 at both Toowoomba Toombul. Willy Silk is working with Lynda become a Coach Trainer. She reported that there is a demand for an Adv Level 1 Coach Training. Course which could be a pathway to Level 2. The ACA Level 2 Course will not be available for some time. The first course will be held at Nambour in August, followed by GCTR and DDR in October.</p> <p><u>Association</u> Director John Hardy said tournaments were progressing. The Queensland Open numbers were down on the previous year. An allocation of \$500 has been included in the 2019 Budget for Association prize money, and this would be allocated over the tournament season in the various divisions. It was planned for Director of Association (Referees) to hold Referee courses in the second half of the year in preparation for the 23020 Eire Cup tournament which will be hosted by Brisbane North and Brisbane South.</p> <p><u>Event Management</u> Di Leahy advised there would be a meeting of the Tournament Sub-Committee on 17 July. During 2019, the calendar had been set up in such a way that GC is in the first half of the year, Association in the second. This has led to there being no Golf Croquet tournaments to be contested by State Team players once selected. It was planned to ensure this does not occur in 2020. As some Clubs no longer wish to host CAQ tournaments as it limits members on a weekend, one suggestion is to ensure that two-day tournaments do not take up all the host Club's lawns for the whole two days. This system will be discussed. An event management course will be held later in the year.</p> <p>The Chair thanked the Directors for their reports and attendance at the MC Meeting.</p> <p>MOTION Moved J. Stokes (WBR) and seconded M. Neate (GCT) "that standing orders are resumed"</p>	
8		Correspondence	
	8.1	<p>G. Whymark, Director of Association, Referees Advising Referees course at WBBR. Point Lookout will be hosting the ACA Gold Medal in 2020. Greg Whymark reported that Don MacGillivray was made a referee and that I was made an umpire.</p>	

**Carried
unanimously**

8.2	L. Davis – postponing Coach Conference It is advised that the Coach Conference will now be held on 28 October, venue to be confirmed.	Notify Clubs
8.3	Queensland Premier – requesting assistance re cyber bullying For information. All clubs should watch, collate and then act if this occurs in their club, does not only relate to children.	Forward to Clubs
8.4	Mullins an Co – . Will courts intervene in matters relating to Clubs? For information, suggested that all Clubs watch for any Sports and Recreation course that may become available in the area.	
8.5	Mullins and Co -l The impact of off-field behaviour on a player's employment. For information	
8.6	Registration Officer – Capitation to end May 2019 totals 1424. Player registration is now similar to end 2018, after many club deletions.	
8.7	ACA – SGM by Skype – only Business is to accept and adopt audited 2018 Financials D. Williams and J. Stokes advised.	
8.8	T. Ericson, re Examining Referee – request to appoint A. Hallinon as GC Examining Referee MOTION Moved C. Bardell (BSR) seconded J. Stokes (WBR) “that A. Hallinon is appointed as Examining Referee for Golf Croquet”	Carried unanimously
8.9	L. Davis, Expression of Interest to be appointed Queensland Director of Coaching MOTION Moved C. Bardell (BSR) and seconded R. Rillie (SCR) “that L. Davis is appointed Queensland Director of Coaching to end of 2020.”	Carried unanimously
8.10	J. Hardy QDA, Report on CAQ Association Open Singles For information, report to be held on file	
8.11	Sportscube,. J. Dickfos, re possible sponsorship avenues. D. Drake (Treasurer) will meet in the next week to ascertain if plausible.	

		<p>MOTION Moved C. Bardell (BSR), seconded R. Brown “that inwards correspondence is received, and outwards adopted.”</p>	<p>Carried unanimously</p>
9		<p>REPORTS</p>	
	9.1	<p>President The President advised that he had attended the GCT Region Meeting in June and felt it was very useful.</p>	
	9.2	<p>Secretary MOTION It was moved Reynolds (DDR) and seconded M. Neate “that Carolyn Ribone is re-appointed Secretary”</p> <p>The President advised V. Wintzer was now on sick leave. He thanked both Carolyn and Valda for their work in keeping the office open and stated that, unless the volunteer base was extended urgently, Croquet Queensland will need to look at other avenues to continue keeping an office presence. Both M. Neate and D. Leahy offered volunteer office support, but this is only in the interim. The President pointed out that, to employ paid staff, it was at least \$40 an hour, plus legislation requirements such as tax, payroll tax and superannuation. At present both the Secretary and Assistant Secretary each came in for ten hours a week so it would mean more than 20 hours.</p> <p>It was resolved that the issue become an Agenda item for the July / August meetings, as this would have repercussions for the 2020 Budget, but Clubs should be surveyed by regional delegates in the meantime as to whether they felt this would be feasible. .</p>	<p>Carried unanimously</p> <p>July Agenda</p>
	9.3	<p>Treasurer The treasurer presented the financial accounts, then advised he had several resolutions he wished discussed.</p> <p>No 1. MOTION: Moved Treasurer D. Drake, seconded C. Bardell (BSR), “That the management committee authorises the CAQ treasurer and CAQ grants officer, to expedite the organisation of CAQ’s strategic planning for 2020 to 2022 and, in particular, to engage an independent facilitator for a one-day planning exercise by mid-August, with no more than 10 invited participants, with the overall cost to not exceed \$3,000 and with one objective being the search for a suitable commercial sponsor</p> <p>No 2 MOTION Moved D. Drake (Treasurer), seconded C. Bardell (BSR) “That the management committee form a working party of the Treasurer. Carolyn Ribone, Roger Brown and Di Leahy to</p>	<p>Carried unanimously</p> <p>Carried unanimously</p>

	<p>organise a series of “grassroots support” and “participation” activities (described per the attached list of “2019 Funded Activities and Performance Measures”), so that</p> <ul style="list-style-type: none"> - all of the scheduled activities are completed by the end of October 2019 - money is spent effectively (with a focus on strengthening the coaching, refereeing and event management infrastructure of mallet sports in Queensland) - Croquet Queensland can fully acquit 2019 Sport & Recreation funding, and thereby has no obligation to refund any portion to the state government. <p><u>No 3</u> MOTION Moved D. Drake, (Treasurer) seconded C. Bardell (BSR) “That the above working party is authorised to expand the concept of a ‘member forum’ into a 2-day conference (on a range of topics, e.g. software for club treasurers, update for referees, event management, greenkeeping, new rules) to be held in Brisbane, and then taken as a roadshow to CAQ’s most distant clubs.</p> <p><u>No 4</u> It was moved D. Drake (Treasurer) seconded M. Neate (GTR) “That the finance report is received and accounts paid ratified.”</p> <p>The treasurer then foreshadowed that an amount of \$42,750 would be paid to ACA as capitation dues in July 2019.</p> <p>{Mr C. Bardell (BS) then left the meeting, 1.17pm }</p>	<p>Carried unanimously</p> <p>Carried unanimously</p>
9..4	Event coordinator For information.	
9.5	Web Officer The Web Officer advises that the updated Registration System should be ready for release by mid-July.	
9.6	2020 Eire Cup Minutes from 30 May, there will be a further meeting on 28 June. The MC has no objection to a raffle on behalf of Eire Cup tournament is run, similar to that held for the 2017 WCF Golf Croquet raffle, if required. R. Brown: (BNR) reported that a potential sponsor had been sourced, i.e. St Faber’s Green Realty, this was still being finalised.	
9.7	Brisbane North Region, May meeting. For information. Regions were reminded that all Regions, as part of their Terms of Reference, are to supply a copy of minutes to the MC following each meeting, so please remember to do this.	Regional Sub-Committees

	9.8	Brisbane North Region, June meeting. BNR Delegate, R. Brown, was asked to speak to the motion from BN , agreeing with the motion that was to be put by Brisbane South. Mr Brown said, that, as the BSR delegate had to leave early, he would prefer it to be carried forward to the July meeting, so Brisbane South could put forward its rationale. This was agreed to.	July meeting
10		SPECIAL BUSINES	
	10.1	Draft Constitution The current draft was discussed by MC members and various amendments made. MOTION It was moved D. Williams (V/P) and seconded J. Stokes (WBR) “that amendments as agreed to are included in the Draft Constitution, then forwarded to all Clubs, with request that any suggested amendments are returned in writing to the MC by 20 August. ”	Carried unanimously Clubs
11		GENERAJ BUSINESS	
	11.1	Policies	
		The Secretary tabled a list of the current CAQ policies and stated that all Policies would be uploaded to the web shortly. A number of these had b been sent out and returned from an outside agency to review, the following needed to be reviewed in 2019, so will for forwarded to members for an initial review before being sent to an outside Agency: Risk Management Policy – John Stokes Budget Planning Policy – D. Drake Coaching Policy – held over Selection Policy – as stated in item 7.2 CAQ Code of Conduct / Disciplinary Policy (to include current Code of Conduct clauses) : Lyn Farry, Paul Reynolds., with input from Disciplinary Panel.	Secretary
12		ANY OTHER BUSINESS	
	12.1	Referee Vests It was resolved that 30 vests in different sizes are sourced and ordered by L. Davis.	
	12.2	Letter from NSW not forwarded at this stage to Croquet Queensland. Held over for President to investigate.	
	12.3	Complaints (IN CAMERA) – Moved J. Stokes. Seconded P. Reynolds. (OUT OF CAMERA) - Moved J. Stokes. Seconded P. Reynolds. Resolved: “As the Complaints Officer is unavailable through illness, Vice-President Doug Williams is appointed as Complaints Officer in the interim.”	

		<p><u>Confirmed</u> “That Disciplinary Panel consists of T. Ericson, D. Byers and J. Stokes”</p> <p>COMPLAINT 1. Moved P. Reynolds (DDR), seconded L. Farry (CQR) “that .D. Williams is to follow due process consistent with extension of time approved”</p> <p>COMPLAINT 2. MOTION Moved R. Brown (BNR), seconded L. Farry (CQR) “that an independent outside Complaints Officer is sought from Sports House to carry out preliminary work for this complaint.”</p> <p>12.4 Participants of University Pilot Programme Student participants are not required to pay affiliation fees to CAQ whilst participating in this pilot at any CAQ Clubs. This does not allow them to compete in any Club, CAQ or ACA Event. Moved VP D. Williams Seconded L Farry</p>	<p>Carried unanimously</p> <p>Carried unanimously</p> <p>Carried unanimously</p>
13		Meeting Closed: 3.00pm	
14		Date next meeting Tuesday 23 July 2019	