

CROQUET ASSOCIATION QUEENSLAND INC

MINUTES

MANAGEMENT COMMITTEE MEETING

TUESDAY 27TH OCTOBER 2020

1. 1.1 Attendance:

Don Close (Chair), Cynthia Tacey (Vice Chair), Willy Silk (Secretary), David Drake (Treasurer) arrived 10.55am, Merle Neate, John van Barneveld, Joan Mathieson, Di Leahy (Proxy BNR), Valda Wintzer (Asst. Secretary)

Via Zoom:

Paul Reynolds, Jacek Czarski, Pat Habner (joined at 10.45am)

1.2 Observers:

Terry Ericson

1.3 Apologies:

Maria Bume

2. Opening: Meeting opened at 10.40am
Outstanding orders suspended.

*** Selection Report Presentation – Terry Ericson**

Terry Ericson, Chair of Selection Sub Committee, presented the selected 2021 Eire Cup Team to the Board – David Luxmoore, Troy McCallum, Greg Whymark, Lindsay David, Men’s reserve Don Close (non-playing Captain), Kathleen Colclough, Yuni Rowell, Heather Knight (Vice Captain), Rosemary Newsham’, Women’s reserve Jacky Lynch (Manager).

Other players were considered but found not to meet the criteria of the Selection policy. Rational was presented why Leslie Watson was not included and why Jackie Lynch was chosen above other players. There were no objections from the Board.

A motion was put forward that “the selected 2021 Eire Cup team be endorsed”. **Moved:** Cynthia Tacey, **Seconded:** Joan Mathiesen. Pat Habner abstained. **Carried.**

2nd Motion was put forward that “reserves be included in Team funding arrangements”. **Moved:** Cynthia Tacey, **Seconded:** Merle Neate.

Carried.

The team is to receive Association Law lessons as part of their preparation. They will be advised by Terry Ericson not to book flights, accommodation, or cars until ACA confirms that the event will go ahead. Terry was thanked for His presentation.

Meeting was continued.

3. **Vale:** June Mann (past member of Windsor Club)
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4. **Receipt of MC Minutes of Management Committee Meeting 29th September 2020.**

Moved: Paul Reynolds **Seconded:** Cynthia Tacey **Carried.**

5. **Amendments to Minutes of Management Committee Meeting 29th September 2020.**

Nil

6. **Confirmation of Minutes 29th September 2020.**

Moved: Pat Habner **Seconded:** Merle Neate **Carried.**

6.1 Confirmation of the Minutes of the 16th October 2020, and receipt of letter of resignation from Maria Blum.

Moved: Paul Reynolds **Seconded:** Cynthia Tacey **Carried.**

7. **Business arising from MC Minutes 29th September 2020.**

7.1 Plans if the Eire Cup is cancelled. The plans have been deferred until ACA has sent confirmation whether the event will proceed or not. **Deferred.**

8. **Correspondence:**

Secretary is working through the list of correspondence.

8.1 ACA Academy feedback. **Information**

8.2 Governance

8.2.1 State Secretary - Document provided was not the latest. The correct Document will be forwarded and rescheduled for discussion at the next meeting.

8.2.2 Summary following Aust Institute of Directors governance Program – The CAQ Governance Committee will present the issues arising from this program at monthly meetings.

8.3 SGM minutes from 29th September:

After the amendments have been done, the true record of the minutes is to be sent to clubs.

Motion: that “the amended minutes from the SGM of 29th September 2020 be accepted”.

Moved: Cynthia Tacey **Seconded:** Merle Neate **Carried.**

8.4 Reginal Reports

8.4.1 Brisbane North AGM and October minutes received

8.4.2 SCRCC report received.

9. **9.1 President report:** No report

9.2 Secretary report (Maria Bume):

Item 1 – CAQ Register of Member Clubs – no record found. A new list will need to be established. Supporting documents may be required from clubs. **Action**

Item 2 – ACA Insurance Renewal package for 2021 done by Treasurer.

Item 3 – ACA GC Bronze refund to players of ACA component has been done by Treasurer.

Item 4 – Training of Tournament managers – to be commenced next year by Willy Silk. Barbara Northcott notified.

Item 5 – Letter of thanks to Frances re Face book to be actioned. **Action.**

9.3 Treasurer Report:

9.3.1 Treasurers Report: Resolutions

1. Motion that “CAQ Management Committee approves for Willy Silk (CAQ Secretary) to become an authorised signatory on CAQ’s accounts with the Bank of Queensland – both as a cheque signatory and for online Banking (alongside the CAQ President and CAQ Treasurer) – and that Maria Bume (outgoing CAQ Secretary) cease being an authorised Signatory on CAQ’s accounts, from the time that Willy Silk becomes an authorised signatory”.

Moved: David Drake **Seconded:** Cynthia Tacey

After discussion whether a Secretary who has no voting power should legally be a signatory on CAQ’s accounts, an amendment was made to the motion.

Amended Motion: change the signatory from Willy Silk (CAQ Secretary) to read CAQ Vice President (Cynthia Tacey)

The Motion becomes that “CAQ Management Committee approves for CAQ Vice President (Cynthia Tacey) to become an authorised signatory on CAQ’s accounts with the Bank of Queensland – both as a cheque signatory and for online Banking (alongside the CAQ President and CAQ Treasurer) – and that Maria Bume (outgoing CAQ Secretary) cease being an authorised signatory on CAQ’s accounts, from the time that Cynthia Tacey becomes an authorised signatory”.

Moved: Joan Mathiesen **Seconded:** John van Barneveld **Carried.**

2. Structure of Member Clubs:

Motion that “CAQ Management Committee approves for CAQ Treasurer to ask certain Member clubs whether they are an incorporated Association”. **Approved.**

3. That the Office of Fair Trading be notified of change of Personnel from the date of new Secretary starting. Secretary authorised to action.

Action.

9.3.2 Financial Statements: Statements received at the meeting, but Board

members have not had a chance to pursue them so they will not be adopted at this meeting. They have been deferred to next meeting. Board members asked that monthly Profit and Loss statements be presented a week before each meeting so they can be sent to them.

10. GENERAL BUSINESS

10.1 Blue Card Registration:

Does the CAQ need to keep a register of Blue Card Holders?

A file needs to be created.

Action.

10.2 Facebook:

A lot of emails appearing in correspondence re Face book hits. Suggested a record by kept of hits per month.

Action.

10.3 Questions from Cynthia:

1. How long does MC wish to hold correspondence?

Contact Peter from Design Bordello to help archive correspondence older than two years.

Action.

2. How long to hold Finances?

Five years.

3. How long to hold Minutes?

Forever.

10.4 Moreton Bay Gateball Club Motion:

Issues to be considered –

- Funding for individual disciplines – some disciplines receive little funding and a reduction in fees for members and clubs may see an increase in membership.
- Gateball clubs only play one discipline and may well benefit, if a reasonable reduction in fees to individuals and clubs was introduced e.g. increased membership, retention of members.

The correct procedure for clubs should be to take issues to Regions and Regions to take to CAQ. However, the Region would not have been able to resolve these issues.

Response to Moreton Bay Gateball Club - All four codes are considered equally. The CAQ does not determine one code above the other. Other clubs play only one discipline.

Moved: Di Leahy

Seconded: Joan Mathiesen

Carried.

10.5 Register Officer Report:

General information.

10.6 Merle Neate required information re Herman Bekker. No Official information has been received from ACA. Secretary to request information from ACA and forward the reply to Broadbeach.

Action

10.7 Twin Rivers Club President Ian Every is very unwell. He remains as Club President with a lot of support from his club.

10.8 Hoop Gauges:

It was suggested that clubs, or regions, or members purchase gauges directly from ACA. Referee kits are not available. They were made up by individuals some time ago. Since CAQ has no Equipment Officer and it is cheaper to purchase equipment direct from ACA, it was suggested that clubs or regions make up their own kits. Pat Habner knows what is required in the kits. Hopefully, many of these issues will be resolved when the 2021 Directors are appointed, and they prepare their programs.

10.9 Launch of Coaching Manuals:

Manuals to be launched at the Coaching workshops on Wednesday 28th October at Headlands. This has been supported by ACA funding. From here CAQ will be funding and supporting any further Queensland programs. Secretary to ask Lynda Davies for a monthly report on the progress of re-accreditations – numbers completed, numbers still to be done. **Action**

10.10 With Covid restrictions relaxing will CAQ still be providing Zoom for meetings? Provision is made in the rules for Zoom meetings.

11. Meeting closed at 12.50pm.

**12. Next monthly meeting: Tuesday 24th November 2020 at 10.30am
All Directors to be invited. Zoom will be available. Action**
