

CROQUET ASSOCIATION QUEENSLAND

**Sports House
150 Caxton street
MILTON Q 4064
Meeting date 19th June 2018**

		ACTION
1.	Welcome The President welcomed Members to the Meeting.	
2.	Attendees: D. Close (President) C. Ribone (Secretary/BNR), K. Wood (Treasurer) J. Stokes (WBB) P. Reynolds (DDR) M. Neate (GCTR) L. Farry (CQR) G. Connolly (SCR Proxy) B. McAlister (BSR) V. Wintzer (Minute Secretary),	
3.	Apology: R. Byres (SCR) D. Williams (Vice President) Don Close and Valda Wintzer gave an update on the Vice President Doug Williams' health and are glad to report he is improving daily,	
4.	Vale: Evelyn Morris – Wynnum Croquet club Col Kennedy -- Eildon Croquet Club	
	4.a Suspension of Standing Orders: MOTION: That there be a suspension of Standing Orders BNR/WBB Carried Visit by Keith McLeod and John Turner Keith gave a presentation on various categories of club Membership. Matter was discussed by the Management committee Members and it was advised that this would be further investigated. 4.b MOTION: that Standing Orders be Resumed. Moved WBB (J. Stokes) seconded BSR (B. McAlister)	4 a Carried without dissent 4 b Carried without dissent
5.	Receipt of Minutes M/C 22nd May 2018 MOTION: Confirmation of Receipt of Minutes of Management Committee Meeting 22 nd May 2018 Moved DDR P. Reynolds Seconded CQR L. Farry	5 Carried without dissent
6.	Amendments to Minutes of Management committee Meeting 22nd May 2018 It was pointed out that the Minutes of the CAQ MC Meeting conducted 22 May 2018, at point 6, 7 and 8 the date mentioned in the minutes was 22/4/18 when it should reflect 24/4/18. The following motion was not listed in correspondence: Motion: That all CAQ and ACA [bronze medal] events held in Queensland be seeded by the Selection Sub-Committee. Moved BSR seconded WBR.	Motion carried with one dissent.

7.	<p>Confirmation of Minutes M/C 22nd May 2017 MOTION: It was Moved by Treasurer and Seconded WBB that the Minutes of 22nd May is Confirmation.</p>	7. Carried without dissent
8	<p>Business arising from the Minutes: 8.1 Brisbane south 8.1 MOTION Moved “that the Minutes of the 2017 Annual General Meeting be amended to reflect that the Minutes of the 26th September 2017 Special General Meeting are received and accepted” Moved BSR Seconded BNR Carried</p> <p>8.2 Croquet Victoria – Marketing Proposal Information only</p>	8.1 Carried without dissent
	<p>8.3 ACA Recommendation National Interstate Gateball championships ACA has confirmed recommendation from Brisbane North will be put on their Agenda. CAQ will wait for their response. Gateball does have process in place</p>	
	<p>(In Camera) (Out of Camera) 8.4 Selection Policy Ad Hoc Sub-committee: Prior to any Motion being tabled the concept of a Flying Minute was explained to the Management committee. CAQ received ten Expressions of Interest. The following Motion was then put: - MOTION: The following are appointed to the Selection Policy Ad Hoc Sub-Committee– Brian Rubock, Susan Bertram, Elizabeth Fleming, John Hardy, Greg Whymark . Other Applicants are to be notified and thanked for their interest. Moved President/ Seconded DDR Carried</p>	8.4 Carried without dissent
	<p>8.5 Appointment Director Refereeing A/C MOTION: Mr Greg whymark is appointed as Director of Referee Association Croquet Moved President Seconded BNR</p>	8.5 Carried without dissent
	<p>9.1 Sponsorship Contact Information only 9.2 Suggest Policy – Hall of Recognition: Hall of Recognition Policy to be completed. Suggested names to be forwarded to Active8 for correct wording. 9.3 Sports Governance Course – Information only 9.4 Golf Croquet – Re Referee Badges – Information Only 9.5 Gibson Medal – Information only 9.6 T. Kirkland – Caloundra Club. It was pointed out to the committee that the letter was a personal one and not on-forwarded through the Regional Sub-Committee. However, some points need clarification. It was resolved to forward the letter to the Event Sub-Committee with a copy to the Region for their comments. The Events sub-committee is asked to review all relevant</p>	

	Policy instructions regarding finance and report back to the Management committee.	
	9.7 Director of Gateball – Entry Fee Gateball doubles: Following discussion: MOTION: The fees for the Gateball doubles be reduced from \$70 to \$40 for this one Event Moved BNR Seconded SCR Carried	9.7 Carried without dissent
	9.8 CAQ Event Manager Position MOTION: Mr Bruce McAlister IS appointed as interim Chair of the Events committee to establish the Calendar for 2019. Moved BNR Seconded SCR Comment: Should someone fill the role of chair Bruce will remain as mentor till the end of the year	9.8 Carried without dissent
	9.9 Participate in Parliament House 150 Year Celebrations MOTION: CAQ to accept offer from Parliament House to participate in the 150 th year of Celebration with an exhibition of Croquet Moved WBB/SCR It was resolved that B. McAlister act as coordinator, clubs to be advised.	9.9 Carried without dissent
	9.10.1 Retention of current CAQ Logo, Shirt Style and Collar Colour for Representative Teams: MOTION: CAQ to retain existing current Logo at this point which will be reviewed prior to 2019 Events . Moved BSR Seconded DDR	9.10.1 Carried without dissent
	9.10.2 Team Support WCF Interstate Shield: MOTION: The Team support for the WCF Interstate shield will be for each player \$300 for travel expenses and \$300 for accommodation @ \$50 per night plus \$700 for Team Manager Moved Treas Seconded GCTR	9.10.2 Carried without dissent
	9.11.1 WEB: MOTION: Endorsement of payment of balance of establishing cost of the web site Treasurer/President Carried	9.11.1 Carried without dissent
	9.11.2 Coaching/Refereeing on Web: MOTION: It is agreed that a further Expenditure of \$1,200 to develop the Coaching and Refereeing sections on the website Moved WBB/GCTR Carried	9.11.2 Carried without dissent
	10.1 Sun Smart Policy: ACA has adopted a Sun smart Policy and sent copy to States for approval. CAQ adopted the Policy which supersedes any other such Policy that is current	Send to Clubs
	11. Reports: President's Report: Apology for lack of report Secretary Report: After discussion, Management Committee members were reminded they should be careful of the language used in email communication.	

	<p>Treasurer Report: Treasurer presented the financial Report and asked for comment.</p> <p>It was put to the Management Committee that a Finance Committee be formed.</p> <p>Following discussion, the following Motion was put: MOTION: 11.1 A CAQ Finance Committee are the following members: - CAQ President Don Close; CAQ Secretary Carolyn Ribone; Treasurer Kath Wood; WBB Delegate John Stokes</p> <p>A meeting will be held on 23 July. Moved BSR Seconded CQR Carried.</p> <p>With no further comment the following Motion was put MOTION:11.2 The Treasurer's Report as presented be accepted</p> <p>Moved Treasurer Seconded GCTR</p> <p>The Financial Report will be forwarded with the Minutes. In future.</p>	<p>11.1 Carried without dissent</p> <p>11.2 carried without dissent</p>
	<p>12. Development Grant: The finalised Marketing Plan was tabled for discussion.</p> <p>MOTION: Marketing Plan for 2018 will be distributed to Clubs for comment with response received by 14th August 2018. Moved BNR Seconded SCR Carried</p>	<p>12. carried without dissent</p>
	<p>13.1 Gateball Brazil In camera Out of camera After discussion MOTION: 13.1 That the Committee withhold any further discussion until it receives legal advice sought by ACA in relation to this matter</p> <p>Moved WBB Seconded BSR</p>	<p>13.1 Carried without dissent</p>
	<p>14.1 – 14.8 TV ADVERTISING - RESPONSES MOTION: Defer any discussion for another month and send out reminder to clubs re Responses to be received by 14th July and remain on table until next Management committee meeting BNR/CQR</p>	<p>Carried without dissent</p>
	<p>15 .1/15.2 /15.3 Policies. Terms of Reference. Sub-Committees Position Descriptions: Only one email address will be confirmed by Croquet Queensland for receiving information from the Clubs to the CAQ Management Committee: - secretary@croquetqld.org the information will be used for any constitution / rules update.</p>	
	<p>16.1 Workshop. Workshop proved to be very informative for those who attended. Sec will forward info and links supplied when available from the facilitator. The facilitator includes a sample Constitution on her website.</p>	
	<p>16.2 Use of Email It was pointed out that the cc function of email is used too readily this practice does encourages spammers. Please make it clear to whom the email is addressed to.</p>	

	<p>16.3 Presentation by K McLeod It was resolved that the wording as presented be discussed at the next meeting</p>	
	<p>16.4 Event Management Process: The Management Committee were advised that the Event Tournament Sub-Committee is responsible for the Calendar. Once this is completed the CAQ Event Manager liaises with the host club for a CAQ event as to who will be Venue Manager. Referees are allocated by the Director of Referees, considering travel arrangements so as to save on costs.</p>	
	<p>16.5 CAQ DIRECTORS: It was resolved that all CAQ Directors are invited to the next CAQ Management Committee Meeting</p>	
	<p>Next meeting 24st July 2018</p>	

TAKEN AS A TRUE RECORD:

President:.....SECRETARY

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