



CROQUET QUEENSLAND

**Sports House,
 150 Caxton Street
 MILTON Q 4064
 Meeting Date: Tuesday 23 January 2018
 Meeting Start: 10.30am**

		Action
1	Welcome The President welcomed members to the meeting.	
2	Attendees V. Wintzer (President), C. Ribone (Secretary / BNR), D. Williams (BSR), D. Byres (SCR), D. Close (V-P/ CQR), K. Wood (Treasurer), J. Finemore (WBR), P. Reynolds (DDR), M. Neate (GCTR). Visitors: Lyn Farry (Rockhampton) and Elaine Rubock (Wynnum).	
3	Apology:	
4	VALE: June Tait (Mcllwraith), Joy Gardner (Toowoomba) A minute's silence was held	
5.	Minutes of Management Committee Meeting held 28 November, 2017. <i>Motion 5.1.1 It was moved D. Byres (SCR) and seconded D. Williams (BSR) "that the minutes of Management Committee meeting are received"</i>	Carried without dissent
6.	Confirmation of the Minutes of Committee Meeting held 28 November, 2017. .As there were no amendments, <i>Motion 6.1.1 It was moved J. Finemore (WBB) and seconded D. Williams (BSR) "that those minutes of 28 November 2017 are confirmed".</i>	Carried without dissent
7.	Business arising from the Management Committee meeting minutes, 28 November, 2017 7.1.1 Web After discussion, <i>Motion 7.1.1. It was moved D. Byres (SCR) and seconded P. Reynolds (DDR)</i> <i>"that the web office is advised that a deadline of 31 January is set for him to provide a detailed report and, if unable to do so, he is to hand all web security passwords and documents to the Management Committee immediately after that date."</i>	Carried without dissent

	<p>7.1.2 Alternate suggestions to name for Hall of Fame After discussion, Motion 7.1.2 it was moved D. Close (CQR) and seconded J. Finemore (WBB) “that the title of Award is changed to “Hall of Recognition” and clubs are advised at the Annual General Meeting that expressions of interest will be called for interested persons to join the sub-committee.”</p> <p>7.1.3. Duty Officer Appointments. The Secretary advised that persons appointed to positions were advised in December. The positions of CAQ Event and Tournament Manager, Director of Association, Director of Association (Referees) and Director of Development and Promotions had received no expressions of interest. The paper “CAQ Tournament Manager Position” was then discussed. It was generally agreed that, with the four codes now providing tournament totalling 24, the position had expanded and therefore needed additional persons.</p> <p>Motion 7.1.3.1 It was moved D. Close (V-P/CQR) and seconded D. Williams (BSR) “that Expressions of Interest are to be called immediately for the positions of both a Tournament/ Event Manager and four (4) assistant Code positions who will assist the Directors in providing the tournament administration for each of the four codes”.</p> <p>.Management Committee members are asked to spread this information as widely as possible, plus advertisements sent to the Clubs and placed in the MSX.</p>	<p><i>carried without dissent</i></p> <p><i>Carried without dissent</i></p>
8.	<p>CORRESPONDENCE / BUSINESS ARISING FROM CORRESPONDENCE</p> <p>8.1.1 Croquetwest. Requesting information on State affiliation structure. Provided.</p> <p>8.1.2 ACA – Calls for Hosting International Championship. Resolved information is sent to all clubs asking for Expressions of Interest.</p> <p>8.1.3 T. Ericson – making application to hold two golf croquet referee courses and three u/21 coaching course. Permission granted.</p> <p>8.1.4 M. Cohn, advising AGM of State Coaching Coordinators will be held on 1 October. Noted.</p> <p>8.1.5 E. Fleming, Reference Referees Certificates. Resolved that future Directors of Referees are reminded of the system.</p> <p>8.1.6 E. Fleming, report from National Referees Meeting. Resolved that copy of the report is sent to Directors of Referees</p> <p>8.1.7 E. Fleming, re accessing AC Refereeing Information. Noted.</p>	

	<p>8.1.8 ACA – notice of Annual General Meeting (a) Notice of date, 26 March, 2018</p> <p>(b) Nomination Form. It was resolved that Murray Tinker is asked if he requires nomination for a position on the ACA Board and if so, the Management Committee was prepared to provide one.</p> <p>(c) Note of Motions. <i>Motion 8.2.8.1, It was moved J. Finemore (WBR) and seconded Doug Williams (BSR) “that ACA is requested to take over full responsibility for administering the code of Ricochet, including Rules and Regulations”.</i></p> <p>8.1.9 E. Fleming – Report on Trans-Tasman Progress The very detailed report was tabled and it was recommended that a progress report is included in the next MSX.</p> <p>8.1.10 A. Hallinon – Confirming Andy’s acceptance of Director of Referees (Golf Croquet) position. Andy has advised he will be seeking assistance from Florence McLaren.</p> <p>8.1.11 Croquet Victoria – re photo release form. Noted.</p> <p>Motion 8.1.12 It was moved M. Neate (GCRC) seconded P. Reynolds (DDR) <i>“that inwards correspondence be received and outwards ratified.”</i></p>	<p>Secretary</p> <p>Carried without dissent</p> <p>Carried without dissent</p>
<p>9.</p>	<p>Reviews</p> <p>9.1.1 Development Grant It was reported that all Clubs had participated in the recent Survey. The information was now being collated and a summary should be available for the February meeting.</p> <p>9.1.2 Policies</p> <p>9.1.2.1 Activ8 (M.Woosnam) is updating policies as requested, these should be available for February’s meeting.</p> <p>9.1.2.2.2 CAQ Coaching Policy. Motion 9.2.1.1 It was moved D. Close (VP/CQR) seconded K. Wood (Treasurer) <i>“that updated CAQ coaching policy is ratified.”</i></p> <p>9.1.2.3 U/21 Coaching Policy / Duty of Care Motion 9.2.2.3.1 It was moved D. Byres and seconded K. Wood (Treasurer) <i>“that updated CAQ U/21 Duty of Care Policy is ratified.”</i></p> <p>9.2.1 CAQ / ACA Constitutions It was reported that Sports and Recreation had agreed to a full-day workshop should be held on Governance and Constitution Review workshop as part of the 2018 deliverables. Planning is for April / May at this stage.</p>	<p>Carried without dissent.</p> <p>Carried without dissent</p>

<p>10.</p>	<p>Region and sub-committee reports <i>[These reports are mainly for information only and will appear in the 2017 Annual Report]</i> 10.1.1. Central Queensland – Region and Annual Report Lyn Ferry has been elected as the Central Queensland delegate. 10.1.2 Darling Downs Report 10.1.3 Gold Coast Tweed Report 10.1.4 Sunshine Coast Report 10.1.5 Interstate Tournament Report – final report for the tournament 10.1.6 Director of Coaching.</p>	
<p>11.</p>	<p>Other Reports 11.1.1 President’s Report As this was here last meeting acting as Chair, The President thanked the Management Committee members for the assistance she has received over her three year tenure and wished those continuing on the very best for 2018.</p> <p>11.1.2 Secretary’s Report The Secretary advised MC members that Sports and Recreation requires an Administrative Operational Plan for 2018 as well as the Business Plan and Tournament Calendar. Therefore all Directors and Duty Officers will be required to submit their 2018 plan asap. The secretary supplied a template.</p> <p>11.1.3 Treasurer’s Report 11.1.3.1 Financial Papers, December 2017 The treasurer advised that an updated version of MYOB had been purchased, and this was used to produce the unaudited set of figures for 2017, advising these were now at the Auditor’s. She advised that her mentor had provided all the reports required by the auditor and therefore hoped that the year’s audit would proceed in a much smoother manner. Her mentor did comment that he generally felt the association needed an accountant to supervise the finalisation of figures for the year before them being submitted to the auditor as had been done in the past. It was resolved that he is asked to submit a quote to provide this service in future.</p> <p>Motion 11.1.3.2 It was moved K. Wood (Treasurer) and seconded M. Neate (GCTR) <i>that the draft financial report is accepted and accounts are ratified”.</i></p>	<p>Carried without dissent</p>
<p>12.</p>	<p>GENERAL BUSINESS 12.1.1 Gateball Business 12.1.1 J. Park – providing information on selection of teams for the tournament in Brazil. ACA had set aside some funds but this had not been finalised. Resolved that the matter of Queensland financial support is left on the table until further notification has been received about the possible fourth Australian team.</p>	<p>February Agenda</p>

	<p>12.1.2 Gateball on CAQ Business Calendar It was reported that the Gateball Director has submitted their referee/coaching workshop calendar for the year and this has been included in the document.</p> <p>12.1.3.1 CAQ Tournaments – Conditions of Play, Association Croquet Events. 12.1.3.2 Formats and Draws for CAQ Association events. It was resolved that the two tabled documents are to be included in the updated CAQ Operational Handbook so it would be available to all clubs.</p> <p>12.1.4 Annual General Meeting It was reported that the date Tuesday 27 February, 10.30am had been booked at Sports House and, while several reports were still outstanding, finalisation was expected to be on time.</p> <p>12.1.5. Discussion paper D. Byres, brought forward from November meeting. It was resolved that the content of the paper is left on the table for reference throughout the year</p> <p>12.1.6 E. Fleming – ACA Bronze Medal. <i>After discussion, it was moved D. Close (VP-CQR) seconded D. Byres (LSSC) “that the date of the AC Bronze Medal remain as set out in the updated Tournament Calendar.”</i></p> <p>12.1.7 Selection Sub-Committee 12.1.7.1 Letter from J. Hardy 12.1.7.2 Copy of Selection Policy Document 12.1.7.3 Discussion paper submitted – improving team selection policy and Processes. 12.1.7.4 D. Byres – submitting correction to information in 12.1.4 above</p> <p>.</p> <p>[INCAMERA] [OUT OF CAMERA]</p> <p>Motion 1.7.4.1 It was moved J. Finemore (WBR) and seconded P. Raynolds (DDR) <i>“that an ad hoc committee is formed to discuss matters raised with reference to the present CAQ Selection Policy. The ad hoc committee is to consist of Vice-President Don Close, Management Committee Member Dick Byres, Director of Association (presently unfilled), Director of Golf Croquet Brian Rubock, Present Association Representative Captain Willy Silk and 2017 Golf Croquet Representative Captain Gaye Pitman.”</i></p> <p>It was further resolved that the Management Committee urgently seek nomination/s for the position of Director of Association. Any such nomination is to be forwarded to the Management Committee immediately by Flying Minute for ratification.</p> <p>.</p>	<p>Secretary</p> <p>Secretary</p> <p>Secretary</p> <p>Agenda</p> <p>Carried without dissent</p> <p>Carried without dissent.</p>
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