

MINUTES OF THE CROQUET SA BOARD MEETING HELD ON THURSDAY,
3rd FEBRUARY 2022 AT 3PM AT HUTT ROAD.

1.		Welcome President welcomed the Board.
2.		Present President – Lyn Parnell Vice President – Linda Kinch Treasurer – Geoff Crook AC Director – Roger Buddle GC Director – Joan Glastonbury Sport Development Director - Ansi Baumanis Minute Secretary – Trish Fazackerley
3.		Apologies – Nil
4.		Conflict of Interest. It was noted that the Sports Development Director may have a conflict of interest with the updated role description.
5.	5.1 5.2 5.3 5.4 5.4.1	Confirmation of the Minutes Meeting held on 16th December 2021. Approved. Meeting held on 20th January 2022 Approved. Action List update. Updated Business Arising from Minutes Sport Development Director Position Description. Board agreed to accept the Position Description tabled by the President.
6.	6.1 6.2	Health and Safety Incident reports - None Hutt Rd maintenance and security – convoluted split tubing to northern side shelters have been affixed which had been identified as a hazard. Large clock and extra coat/hat hooks now affixed to clubhouse. Wooden handles with ropes now installed to black plastic pipes used for ball containment between courts.
7.	7.1 7.2 7.3	General Business Constitution Update A meeting at Hutt road to be arranged with those Clubs who provided comment on the Constitution which was circulated to all member Clubs late last year. Member Protection Policy The August 2020 ACA Policy was approved and will be uploaded to the website. Child safe environment policy It was agreed SACA would put in a Compliance Statement for all Clubs as has been the previous practice. Once the ACA have approved a National Policy under the National Integrity Framework, Croquet SA will review the revised policy with a

		view to adopting it. Croquet SA will look at developing a simplified information sheet for clubs once the policy is approved.
	7.4	Workplace Health & Safety Policy This Policy is now due for review. Roger, Lyn and Geoff will review the Policy and distribute to other Board members for comment.
	7.5	Strategic Plan – Revision The Strategic Plan expired in 2021. The Board supported that an independent facilitator be engaged to run a Strategic Planning Day which will be conducted after the Special General Meeting for adoption of the new Constitution.
	7.6	Googlegroups The Board discussed the general problem that has surfaced again, with personal opinions being placed on googlegroups. The option of having two googlegroups, one for genuine information and one for personal comments was discussed. As a result of speaking with some country members the VP passed on their feelings to the Board about the amount of Adelaide club/pennants results and non relevant information that they were receiving. It was suggested that the Board might consider having a separate googlegroup for this information. The Board discussed it but didn't agree that it was a problem and said that anything not of specific interest could easily be deleted. Also that if a member does not want to receive information on GG then to tap the 'unsubscribe' button. Decided to leave as is and trust that players will refrain from airing personal opinions in future.
8.		VP Report The Vice President reported that she would be commencing a tour of South-Eastern Country Clubs, with visits to Murray Bridge, Keith, Bordertown, Naracoorte, Penola, Mt Gambier, Millicent and Meningie. The Vice President has also dealt with a number of issues raised by country clubs since the last meeting. Moved by VP seconded by President. Carried
9.		AC Director Report was tabled and discussed. Resignation of Mary Marsland from the AC Selection Subcommittee noted. Moved by AC Director and seconded by Sport Development Director. Carried.
	9.1	Notice of Motion - AC Selection Sub-Committee Motion "That the Association Croquet Selection Subcommittee be dissolved under Clause 21.3 (a) of the current constitution." Moved by AC Director seconded by Sports Development Director. Carried
	9.2	Covid Policy AC Director tabled a Draft Covid Policy for SACA. This was reviewed and discussed. Various suggestions were made and the AC Director will amend the document and return to the Board members for review.
10.		GC Director Report was tabled and discussed. Moved that the report be accepted by the GC Director seconded by the Vice President. Carried.
11.		Sports Development Director Report Tabled and discussed. Moved that the report be accepted by the Sports Development Director seconded by GC Director. Carried.

12.		Treasurer Report was tabled and discussed. Moved that the report be accepted by the Treasurer seconded by Sports Development Director. Carried
13.		<p>Any other Business</p> <p>Sports Development Director to speak to metropolitan clubs to see if they would be interested in taking up Advantage Golf Croquet.</p> <p>Suggested Hutt Road could assist with sessions to help individual club members gain their Working with Children Checks. The Admin Officer to seek a registration of interest from Clubs.</p>
		MEETING CLOSED AT 5:00 pm

SOUTH AUSTRALIAN CROQUET ASSOCIATION INCORPORATED



BOARD MEETING

FOR NOTING

Treasurer's Report

Author(s):

Geoff Crook

Date Paper Written / Last Updated:

31 January 2022

Date of Meeting:

3 February 2022

Recommendation(s):

None – for information only

Purpose:

To provide the Treasurer's report to the Board

Background:

This is a standing agenda item.

Discussion:

1. ORSR Grant

The grant we currently receive from Office of Recreation, Sport and Racing (\$35,000 plus GST) is still due for renewal. We understand that the current grant program will be replaced with a new program, the details of which are yet to be released.

2. Accounts to 31 December 2021

Balance Sheet

Cash balances total \$223,758, with Current assets totalling \$229,245.

Current liabilities total \$17,973, and so Net assets total \$211,272, up from \$121,349 at 30 June 2021.

Profit and Loss

The Profit and Loss statement is currently showing a surplus of \$89,822 versus a budgeted surplus of \$69,947, a difference of \$19,975.

A summary of variances is provided in the table attached.

Variances are categorized as timing or permanent. Timing variances relate to items in the P&L that are expected in the budget but at a different time.

Permanent differences are items in the P&L that are different to the budget.

There is an element of judgement in categorizing variances, particularly with event income, and so these may be recategorized as more information becomes available. In addition, some of the current timing differences may convert to permanent differences.

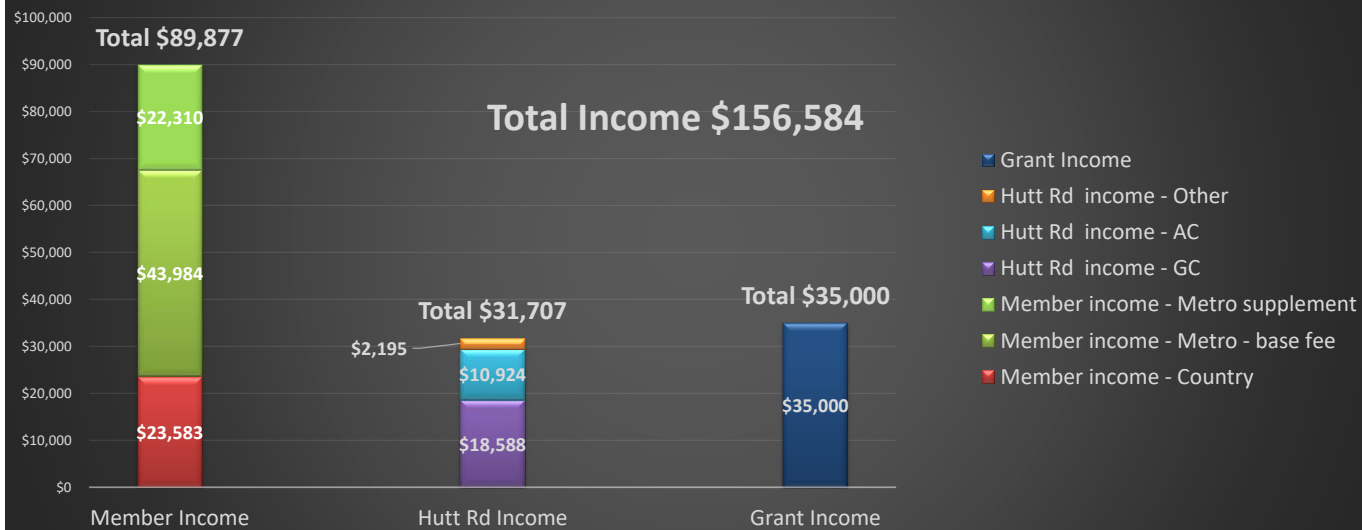
Forecast

The budget graphs have been attached, together with the equivalent year end forecast graphs, based on the impact of the permanent variances identified above.

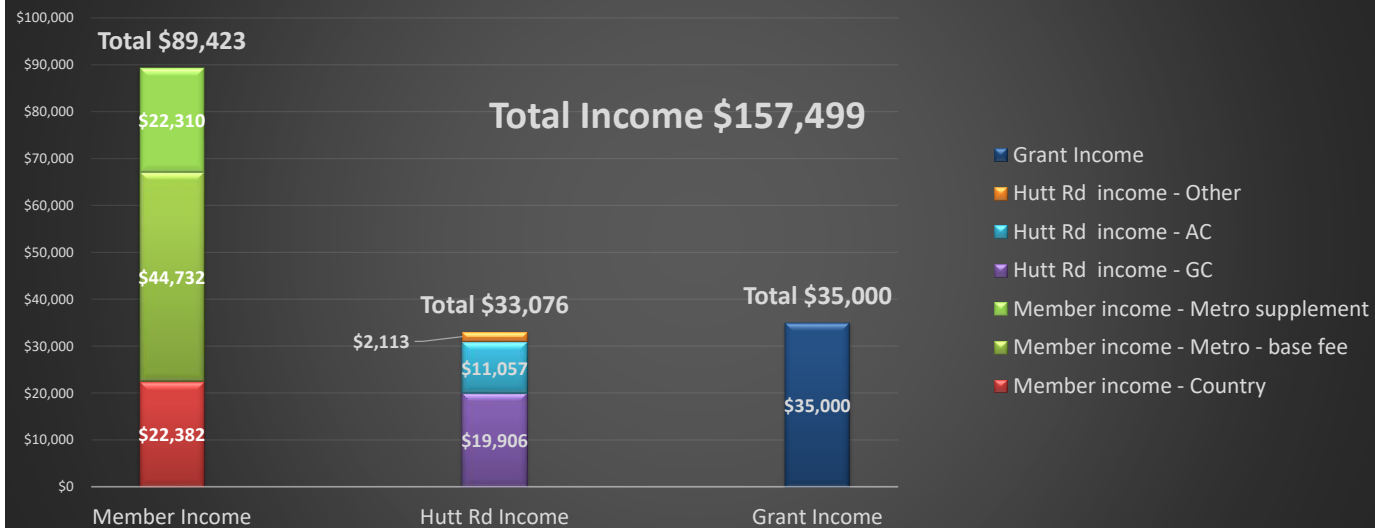
There are budgets for training and equipment that may not be used, but set against this there is no budget for State team costs which may be significant, and so there are potential downside risks to the forecast surplus.

	YTD variances			Comments	
	Timing	Permanent	Total	Timing	Permanent
Budgeted (Surplus) for year		(\$6,766.84)			
Member income - Metro	\$1,892.00	(\$747.73)	\$1,144.27	2% growth per qtr included in October budget	Slightly more country and fewer city registrations than budgeted
Member income - Country	\$614.00	\$1,201.28	\$1,815.28		
Hutt Rd income - AC	\$1,724.55	(\$133.44)	\$1,591.11		
Hutt Rd income - GC	(\$291.71)	(\$1,317.84)	(\$1,609.55)	Incorrect phasing of games in budget	More entries than budgeted
Hutt Rd income - Other	(\$418.18)	\$81.86	(\$336.32)	Room hire budgeted for April removed from forecast	Spring Pennant Open Lawn Fees - Games played at Hutt rd as Hyde Park unavailable / more entries than budgeted
Grant Income	-	-	-		Room hire shortfall offset by Bar / Fridge sales and ACC party
Hutt Rd costs - Lawn and maintenance	(\$4,324.04)	\$741.10	(\$3,582.94)	Hedge care / General maintenance budgeted for Dec qtr. Invoice not received	General maintenance not budgeted offset by lease fees posted to Hutt rd lease costs. Water cost higher than budget.
Hutt Rd costs - Rent and Utilities	\$154.64	\$1,045.32	\$1,199.96	Jan water bill higher than budget - possible mis-posting	Previous water bills lower than budget
Hutt Rd costs - Events	(\$3,823.69)	(\$176.15)	(\$3,999.84)	Budgeted Playing Equipment purchases not yet made	Savings on Trophies / Penannts offset Party hire costs and court equipment purchases
Hutt Rd costs - Equipment	(\$2,468.73)	(\$17.27)	(\$2,486.00)	Budgeted office and clubhouse equipment not purchased	
Registration/Affiliation	\$139.50	(\$468.14)	(\$328.64)	See member income	See member income
Governance costs - Administration	(\$982.54)	(\$983.03)	(\$1,965.57)	Computer equipment / web development budgeted not purchased	Historic Telstra credits
Governance costs - Advice and Insurance	(\$3,600.00)	(\$1,510.00)	(\$5,110.00)	Board governance training budgeted not done yet	Business insurance posted to different GL account
Insurance costs	-	(\$352.45)	(\$352.45)		ACA Insurance lower than budget
Player development costs	(\$1,000.00)	(\$903.52)	(\$1,903.52)	AC Coaching costs budgeted - awaiting possible claim for Kadina coaching costs	No GC Coaching costs incurred
Volunteer support costs	(\$3,575.00)	(\$918.73)	(\$4,493.73)	Volunteer support costs budgeted but not used yet	Referee support costs lower than budget
Elite pathway costs	-	(\$807.73)	(\$807.73)		State team coaching costs lower than budget
Sport Development costs	-	\$1,250.00	\$1,250.00		5 Small club Grants paid
Total variances	(\$15,959.20)	(\$4,016.47)	(\$19,975.67)		
Forecast (Surplus) for year		(\$10,783.31)			

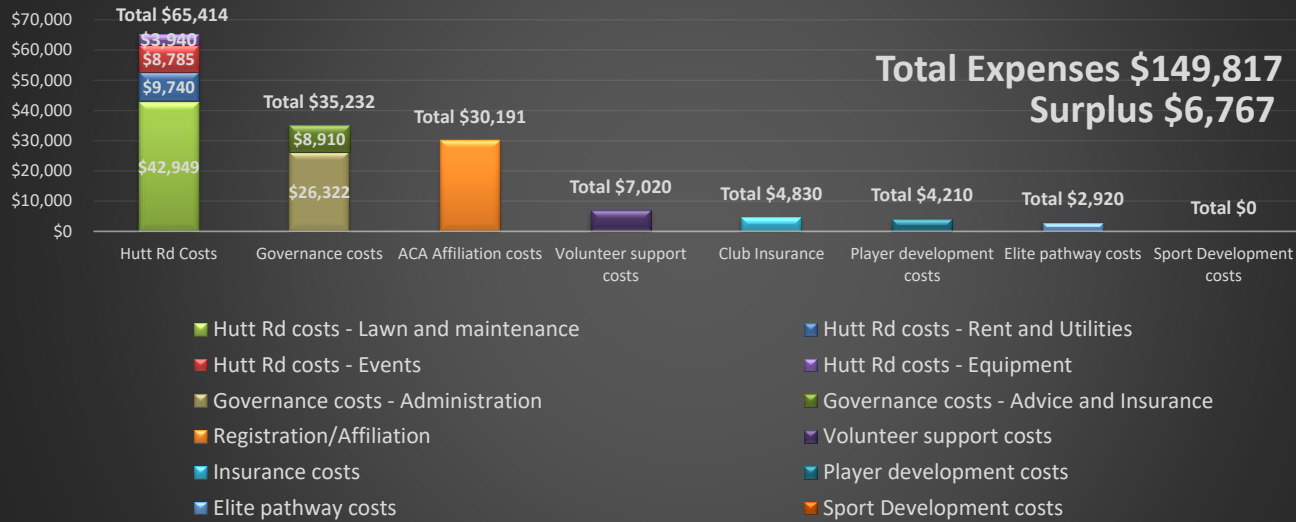
Croquet SA Budget Income By Source 21/22



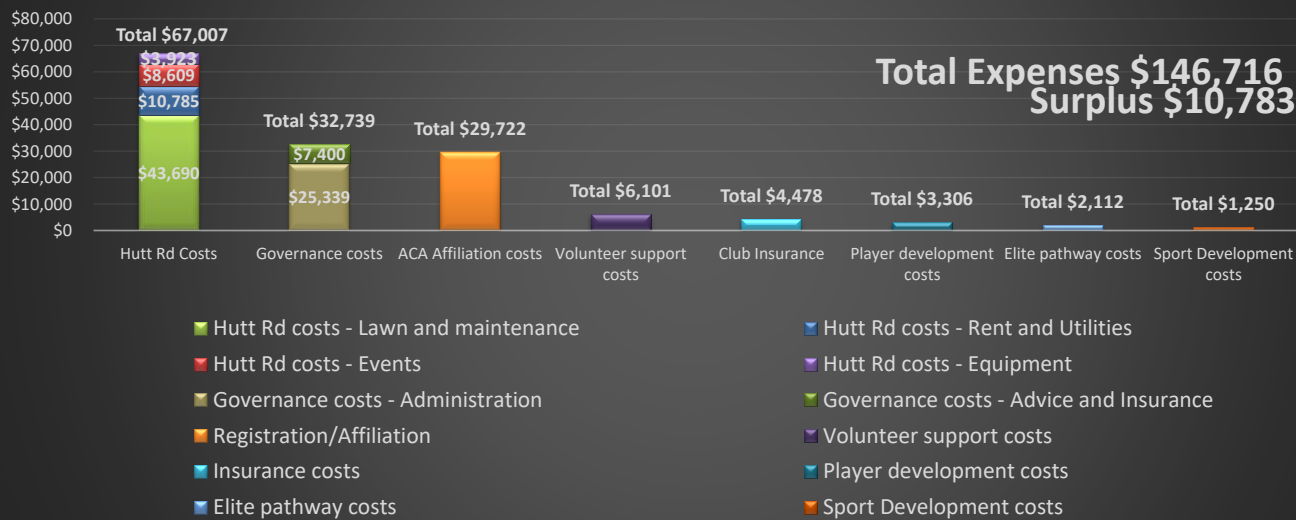
Croquet SA Forecast Income By Source 21/22



Croquet SA Budget Expenditure By Source 21/22



Croquet SA Forecast Expenditure By Source 21/22



VICE PRESIDENT'S REPORT FOR BOARD MEETING 3RD FEB 2022

- 1) I was contacted by Tracie Duldig from the Millicent CC seeking advice on how to deal with a difficult member who would not follow Covid guidelines as directed. I suggested that she should look at the club's constitution and see what it says about dealing with uncooperative and difficult members. I also suggested that the matter should be dealt with by the Millicent CC Committee and not just herself. I also advised her to make a note of when and where she spoke with him so that she had a record of events. I also said she should phone Lyn for more professional advice and she did that. I contacted Tracie on Friday 28th Jan when I read on Google Group that Millicent had introduced the No Vax No Play Policy to find out if anything had changed. She has written and phoned the difficult member but he has not replied and has not been seen at the club. She plans to follow Lyn's advice and reimburse his subs and allow him to leave the club. It is pleasing to know that country members in particular feel comfortable to phone a Board member for advice.
- 2) I am leaving directly after this meeting to start my visits to all the country clubs in the South East of the State. The plan is to visit Murray Bridge, Keith, Bordertown, Naracoorte, Penola, Mt Gambier, Millicent and Meningie. I will be at Victor Harbor at the end of the month. My aim is to see how they are getting on and how they are managing to get new members. I will be encouraging them to embrace the new Country Casual Membership as an entry into the world of Croquet both social and competitive. I will be advising them to try to get people to join their club rather than just Pay as you Play as that does not really benefit a club which wants and needs to grow. Also, many Grants are only open to clubs who have 20 or more members. Apart from that, a club should be a vibrant and happy place to spend time and develop friendships as well as offering as many types of croquet to suit all levels of interest.
- 3) I will be doing a report on each club to present to the Board and also plan to have a series of short articles with photos for Hoop Points to promote these small clubs and to bring them to members' attention.
- 4) I spoke with Eileen Ferguson and informed her that we would be spending the weekend of 4/5th Feb in Bordertown to offer help and advice to them about the upcoming Masters' Games in April. Eileen has asked me to represent her at their meeting on 5th Feb which I am happy to do. We had a long chat about what we needed and what we didn't need. Ansi also spoke with me as he has already visited Bordertown and I have contacted Barb Carter with his recommendation that they get the Tatiara Council to supply a Porta Loo for the event. Ansi also had a chat with Malcolm about the hoops and between us all, are offering the 4 elderly members help and support with this venture.
- 5) When I spoke with Barb Carter from Bordertown, I reminded her about the Small Grant which was available and she said she fully intended to apply for it once she had her computer fixed!
- 6) I have been in contact with the Moonta CC, Wallaroo CC and the President of the NYPCA, Kaye Mc Cauley, who is not on the computer, informing them of the SACA policy surrounding Vaccination and Pennants. The Northern Yorke Peninsula Croquet Association is now implementing the SACA Policy.

Linda Kinch
31st Jan 2022

Association Croquet Director Report

Board Meeting Feb 3rd 2022

Events

We received insufficient entries to run the Night Doubles. Handicap Night Doubles to be run as an individual event instead.

Handicap Night Doubles have started on Monday nights and are progressing.

Coaching

Nothing to report

Selection

Letter of resignation from the Selection Subcommittee received from Mary Marsland.

Harley Watts appealed against his non-selection. Appeal upheld, but selection subcommittee rejected the findings of the appeal. Harley Watts declined a position in the team, and Dwayne McCormick subsequently resigned from the team.

David Wise was offered a position as a non-travelling reserve.

The final composition of team:

David Short, Mark Senior, Greg Rowberry (Captain), Barry Jennings, David Wise (non-travelling reserve).

Virginia Arney, Robyn Short, Shirley Howlett (Vice-Captain), Sally Harper, Tracey Sincock.

Refereeing

Nothing to report

Handicapping

AC Handicaps are up to date.

GC REPORT 3RD FEBRUARY 2022

- There was positive feedback for the new weather policy
- Robert Brown has produced a new version of a scoreboard using magnetic numbers. This should be cheaper than the previous one, but we are still waiting for a costing.
- ISS committee is meeting next Monday, 7th February
- Mallet storage racks are in place at Hutt Road.
- Kate Logan and Barry Haydon have started Emerging Talent Groups for both men and women who are keen to advance to State Team standard.
- Anne Woodhouse has agreed to assist Karen Magee with Event Management
- GC conditions of play have been updated and distributed and include the new weather policy. Club GC Captains are now responsible for organising referees for pennants.
- President's Trophy had 22 entrants and played last weekend and then on Wednesday, Australia Day. Winner Karen Magee, Brighton. Block A doubles won by Steve Condous and Graeme Thomas from Hyde Park; Block B winners Robert Brown, Millswood, and Mark Senior, Hyde Park.
- Inaugural GC Director's Trophy with 16 entrants, played in the 2 intervening days. Winner Dougie Francis, Hyde Park and the doubles - Annie Millhouse and Ann Millhouse from Millswood.
- Weekend Pennants have commenced.
- The GC Committee recommends that in 2023 there be an equitable allocation of lawn time to number of team entries between Ac and GC.

Sport Development Director

Croquet SA

Report for February 2022

My report for February 2022 is as follows:

- Due to the possibility of interacting with children in future programs, I have applied for a “working with children” clearance. I have received a clearance to work with children and the reference number is SRN 1155 - 6372.
- Have placed an agenda item for the Golf Croquet Committee to discuss if they have any priorities that could be undertaken by the Sport Director.
- Still awaiting feedback from board members re draft position description.
- Participated in the President’s Trophy in January 2022 without too much success.
- Invited and participated in the inaugural Up and Coming Talent Group training at Hutt Road.
- I have also manufactured and installed wooden handles with ropes to the black plastic pipes used for ball containment on the boundaries between Courts 1 & 2 and 2 & 3.
- Purchased and affixed coat hangers in all of the shelters.
- Manufactured two squeegees that are one metre wide to assist in clearing water/dew from the courts.
- Purchased and affixed a large clock to the outside of the building at Hutt Road.
- Purchased and affixed convoluted split tubing to northern side shelters where the sharp iron sheets were deemed to be a hazard.
- Purchased and affixed extra coat/hat hooks to the front of the clubhouse.

Ansi Baumanis

30/01/2022