

MINUTES OF THE SOUTH AUSTRALIAN CROQUET ASSOCIATION INC.

BOARD MEETING HELD ON THURSDAY,

10th MARCH 2022 AT 11AM 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 Sport Development Director - Ansi Baumanis Minute Secretary – Trish Fazackerley
3.		Apologies – Nil
4.		Conflict of Interest
		Appointment of GC Director Motion submitted by Secretary of GC Committee (Jane West) that Ansi Baumanis be appointed to the now vacant position of GC Director following the resignation of Joan Glastonbury. Ansi Baumanis advised he is willing to act in the role of GC Director and tabled a letter of resignation as Sports Development Director to the Board. <i>Motion:</i> That Anis Baumanis be appointed to the GC Director casual vacancy. Moved by the President, Seconded by the Vice President. Carried.
5.	5.1 5.2 5.3.1 5.3.2	Confirmation of the Minutes Meeting held on 3rd February 2022. Approved. Moved AC Director, seconded GC Director. Action List update. Action list reviewed. Business Arising from Minutes ISS Expenses Application. Still being negotiated. Council Meeting – Original 4 th Lawn submission abandoned on advice from Council. An option has now been presented to establish 3 new lawns on the existing tennis courts close to the headquarters. The lease on these courts is due for renewal. Council have indicated this would be a more expedient option. A new submission will be prepared.
6.	6.1 6.2	Health and Safety Incident reports - Report of someone tripping on step. Ansi has repainted all the steps. It is important that all clubs record any incidents even if medical attention is not required. Hutt Rd maintenance and security – Ansi and Robert Brown moved the hoop positions.

7.		<p>General Business</p> <p>7.1 Strategic Plan Wallace Long from C2M Consulting has been appointed to lead our Strategic Planning process. 2 Working Parties will be established.</p> <p>7.2 Constitution Final draft sent to Clubs for comment. Four clubs responded. Treasurer invited representatives of those four clubs to a meeting to discuss comments. Some changes have been made as a result. Treasurer to contact the four clubs to advise of changes made. The Constitution will then have a legal review and a Special General Meeting called to consider adoption of the document.</p> <p>7.3 Chair of Dispute Committee Robert Fenwick Elliott has agreed to fulfil this role.</p> <p>7.4 National Security Framework ACA have adopted a suite of new policies. SACA to consider and adopt these policies in the future. To be reviewed by the Board with a view to passing a resolution out of session.</p> <p>7.5 Risk Register Review The Board will review out of session and provide feedback comments to the Treasurer.</p> <p>7.6 Workplace Health & Safety Policy Policy has been agreed with minor changes. Proposed by the Treasurer seconded by the GC Director. Carried.</p> <p>7.7 Insurance A discussion paper has been tabled for consideration at the ACA State Forum.</p> <p>7.8 Hutt Rd Functions Policy Deferred.</p> <p>7.9 By Laws Review A sub-committee of the Board will discuss and bring back to next Board meeting.</p> <p>7.10 Playing Regulations Review Waiting for feedback from the GC Committee.</p> <p>7.11 State Team Selection Policy The Board did not approve the tabled Policy. Referred back to GC Committee to consider Board feedback.</p>
8.		<p>VP Report Vice Presidents report was tabled and discussed. Moved by VP seconded by President. Carried</p>
9.		<p>AC Director Report was tabled and discussed. Moved by AC Director and seconded by the Treasurer. Carried.</p>

10.		GC Director Report. No formal report submitted. Ansi raised issue of New Rule books. Proposed we order 60 new rule books (one for each club and accredited GC referee) and 10 new vests. As the cost of the new rule books is unknown, Administrative Officer to seek expressions of interest via googlegroups from players who may wish to purchase new Rule Books. Moved by the GC Director seconded by the Treasurer. Carried.
11.		Sport Development Director Report The Board discussed the Sport Development Director vacancy. The Administrative Officer will seek expressions of interest to fill this role via googlegroups. The Vice President is willing to assist with this role, particularly with country clubs.
12.		Treasurer Report was tabled and discussed. Grants were discussed. Treasurer to complete Corporate Governance survey. Treasurer to attend webinar regarding the Office of Recreation, Sport and Racing Partnerships Program. Moved by the Treasurer seconded by the President. Carried
13.		Any other Business <i>ACA State Discussion Forum.</i> Greg Rowberry will represent Croquet SA at the ACA State Discussion Forum, and the Board agreed that the President will brief Greg on Croquet SA's position on the submitted discussion papers.
		MEETING CLOSED AT 2.15 pm NEXT MEETING 14 APRIL 2022 11AM

SOUTH AUSTRALIAN CROQUET ASSOCIATION INCORPORATED



BOARD MEETING

FOR DISCUSSION

Treasurer's Report

Author(s):

Geoff Crook

Date Paper Written / Last Updated:

8 March 2022

Date of Meeting:

10 March 2022

Recommendation(s):

That the Board determine an action plan to deal with the various grant actions required.

Purpose:

To provide the Treasurer's report to the Board

Background:

This is a standing agenda item.

Discussion:

1. Grants

There are currently a number of grant actions that require Board input as follows:

2021-22 Sport and Recreation Sustainability Program

1. *Grant Reporting*

This is the grant we receive each year to support administration and leadership. The Grants Officer, Ken McHugh has requested assistance with completing the "Obligation Report" and "Acquittal". I can help Ken with the acquittal (although this does require some discussion with the Board), and we need to identify who/how we will assist with the report.

2. *Corporate Governance Reporting*

We have also received an email requiring us to undertake a self-assessment against the new Sport Governance Standards, via the SportAUS portal. The Board needs to determine how this will be actioned.

Despite being told a new program would be released in the New Year, to date nothing has been released, and now won't be until after the election. **This is a significant risk to next year's budget if this funding is not renewed.**

Covid-19 stimulus funding from the Office of Recreation, Sport and Racing

We have been allocated \$14,940 of Covid-19 stimulus funding. We will be required to submit an application through Smartygrants to access this funding but it is unclear how / when we need to do this and what the funds can be used for. We await further details from the Office of Recreation, Sport and Racing.

Game ON

This grant opportunity appears to require partnerships to deliver outcomes related to the Game On initiative. To me this looks like an opportunity to partner with a University and marketing organisation to

1. Perform market research into the drivers and blockers for people trying and continuing with croquet
2. Generate a marketing plan
3. Deliver that marketing plan

With the aim of raising the profile of croquet in SA and increasing membership of clubs.

The board may have other / better ideas, but this may be an opportunity we shouldn't miss.

Performance Pathways

I don't believe we are eligible for this as we are not a Commonwealth or Olympic sport.

Business Hardship Grant – February 2022

I don't believe we are eligible for this as our revenue has not dropped 50% from last February.

Adelaide City council Community impact grants & strategic partnerships

This grant may assist with new shelters / pathways etc at Hutt Rd. The current round is closed but we should think about what needs doing at Hutt Rd, get some quotes and prepare for the next round.

Events Recovery Fund Experience Adelaide | Events & Festivals Sponsorship Program

I haven't looked at the requirements for this but it may assist with ISS costs. Again we need to determine eligibility and decide what we need to apply for (and who will apply and when). South Terrace may also be eligible.

2. Accounts to 28 February 2022

Balance Sheet

Cash balances total \$213,692, with Current assets totalling \$214,382.

Current liabilities total \$17,280, and so Net assets total \$197,102, up from \$121,349 at 30 June 2021, but down from \$211,272 at 31 December 2021.

Profit and Loss

The Profit and Loss statement is currently showing a surplus of \$75,752 versus a budgeted surplus of \$65,188, a difference of \$10,564.

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.

In particular, the events income needs to be reviewed. The budget phasing is not ideal and this makes determining timing and permanent differences tricky. My main concern is that there may be events that have been cancelled and so should be classified as permanent differences, or events that have not been invoiced.

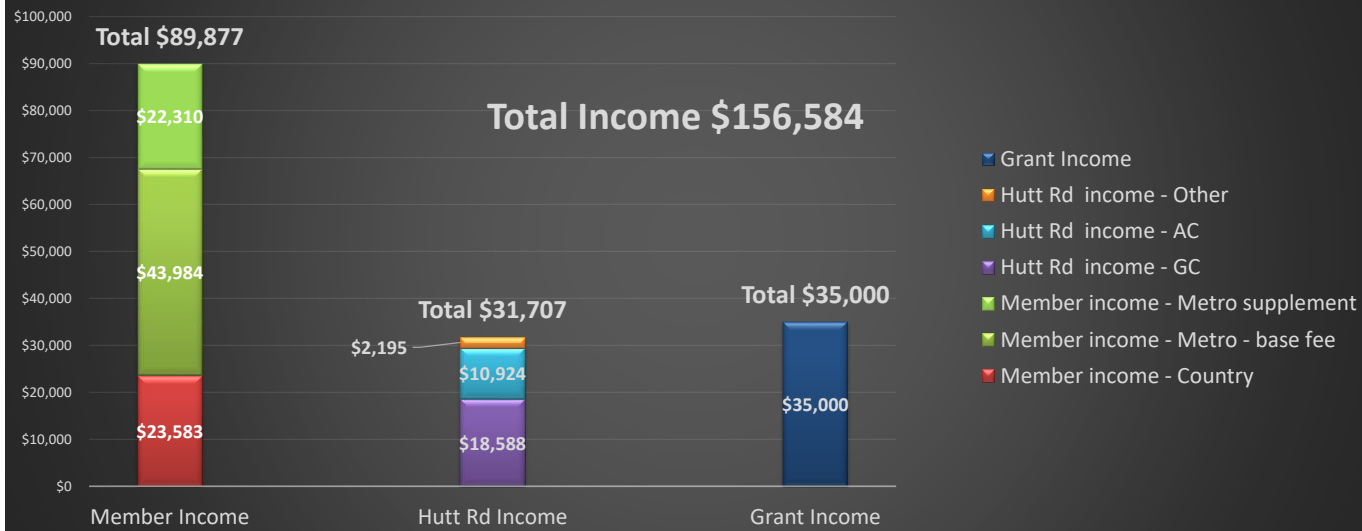
The main change from the last forecast is that we have been informed that we have been allocated \$14,940 of Covid-19 stimulus funding from the Office of Recreation, Sport and Racing. This assumes that we can use the funds for an eligible activity that we have already committed funds to.

Forecast

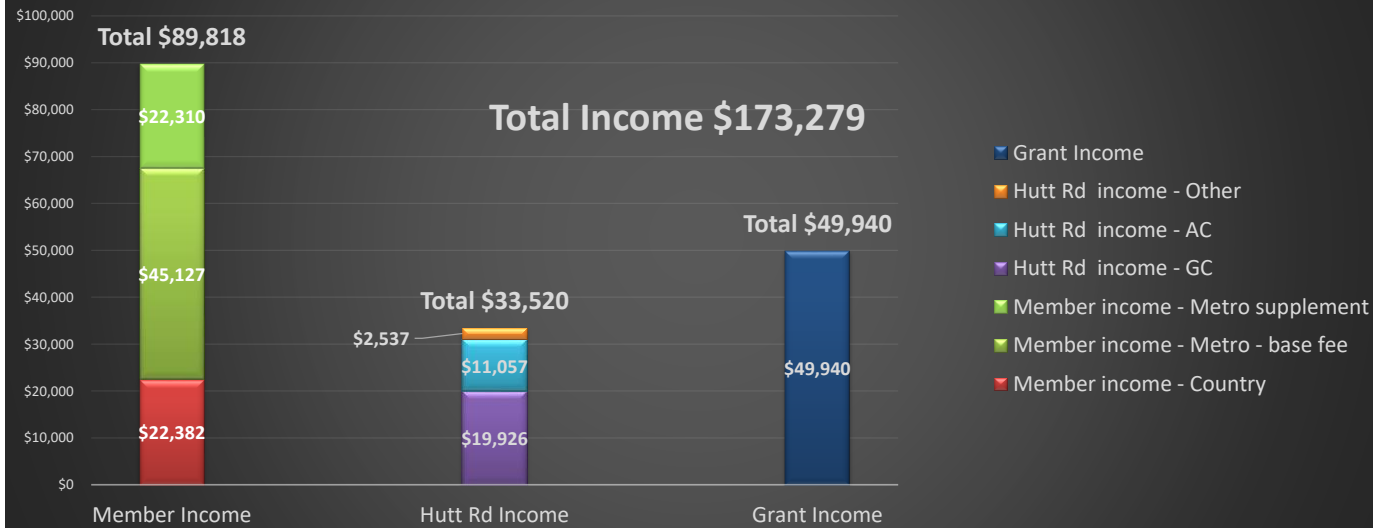
The budget graphs have also been attached, together with the equivalent year end forecast graphs, based on the impact of the permanent variances identified above.

	YTD variances			Comments	
	Timing	Permanent	Total	Timing	Permanent
Budgeted (Surplus) for year		(\$6,766.84)			
Member income - Metro	\$1,253.82	(\$1,142.63)	\$111.19		
Member income - Country	\$566.61	\$1,201.28	\$1,767.89	To be reviewed	To be reviewed
Hutt Rd income - AC	\$3,886.87	(\$133.44)	\$3,753.43	To be reviewed	To be reviewed
Hutt Rd income - GC	\$6,900.59	(\$1,337.84)	\$5,562.75	To be reviewed Weekend Pennant and 24+ invoiced March 2022	To be Reviewed Spring Pennant Open Lawn Fees - Games played at Hutt rd as Hyde Park unavailable / more entries than
Hutt Rd income - Other	(\$1,136.28)	(\$342.64)	(\$1,478.92)	Room hire budgeted for April removed from forecast	Room hire shortfall offset by Bar / Fridge sales and ACC party
Grant Income	\$14,940.00	(\$14,940.00)	-	Unbudgeted Covid assistance from State Govt to be received	Unbudgeted Covid assistance from State Govt
Hutt Rd costs - Lawn and maintenance	(\$3,342.62)	\$211.10	(\$3,131.52)	Hedge care / General maintenance budgeted for Dec qtr. Invoice not received	General maintenance not budgtd offset by lease fees posted to Hutt rd lease costs. Water cost higher than budget.
Hutt Rd costs - Rent and Utilities	(\$322.41)	\$1,045.32	\$722.91	Jan water bill higher than budget - possible mis-posting	Previous water bills lower than budget
Hutt Rd costs - Events	(\$3,940.30)	\$81.87	(\$3,858.43)	Budgeted Playing Equipment purchases not yet made	Savings on Trophies / Penannts offset Party hire costs and court equipment purchases
Hutt Rd costs - Equipment	(\$2,908.73)	\$465.05	(\$2,443.68)	Budgeted office and clubhouse equipment not purchased	
Registration/Affiliation	\$2,513.69	(\$2,842.33)	(\$328.64)	See member income	See member income
Governance costs - Administration	(\$1,422.64)	(\$2,428.92)	(\$3,851.56)	Computer equipment / web development budgeted not purchased	Wages lower than Budget Historic Telstra credits
Governance costs - Advice and Insurance	(\$8,600.00)	\$3,490.00	(\$5,110.00)	Board governance training budgeted not done yet	Business insurance posted to different GL account Provision for strategic plan advice
Insurance costs	(\$836.59)	\$484.14	(\$352.45)	Child Molestation Policy to be paid	ACA Insurance lower than budget offset by new Child Molestation Policy
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)	(\$913.68)	(\$4,488.68)	Volunteer support costs budgeted but not used yet	Referee support costs lower than budget
Elite pathway costs	(\$661.82)	\$3,237.72	\$2,575.90		State team Eire Cup costs not budgeted
Sport Development costs	-	\$1,500.00	\$1,500.00		6 Small club Grants paid
Total variances	\$2,315.19	(\$13,268.52)	(\$10,953.33)		
Forecast (Surplus) for year		(\$20,035.36)			

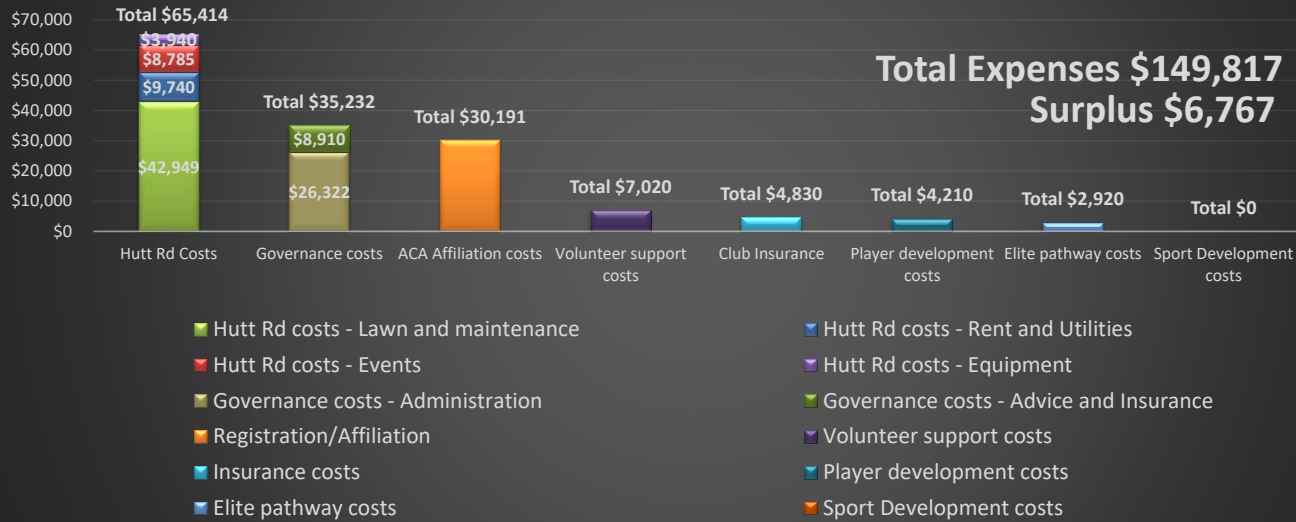
Croquet SA Budget Income By Source 21/22



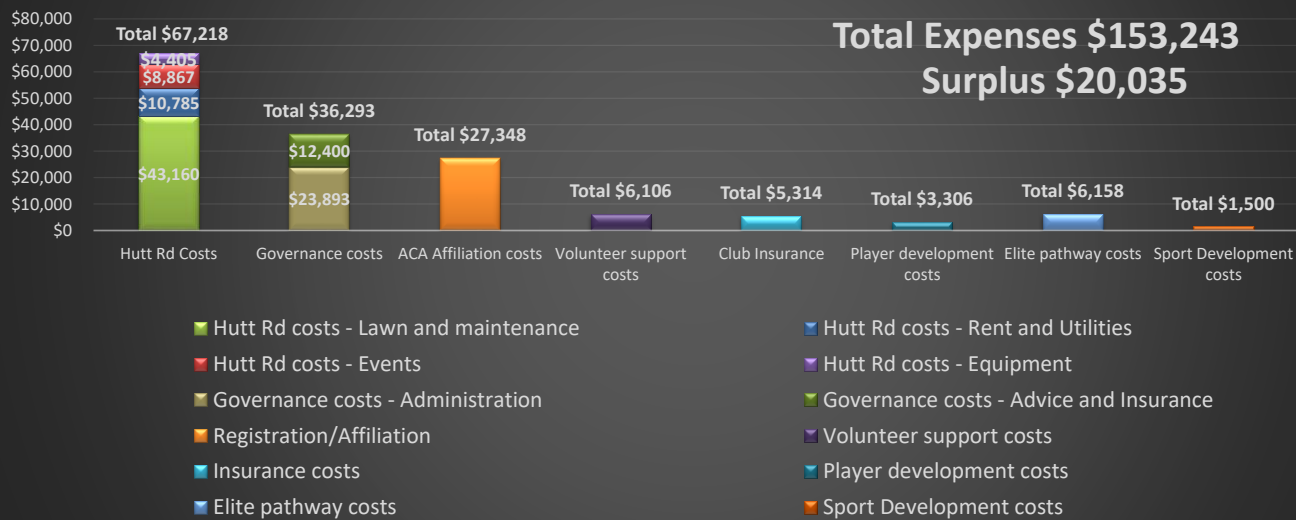
Croquet SA Forecast Income By Source 21/22



Croquet SA Budget Expenditure By Source 21/22



Croquet SA Forecast Expenditure By Source 21/22



VICE PRESIDENT'S REPORT for 10th March 2022

My Husband and I were away from 3rd Feb till 14th Feb. We visited the following country clubs:

Bordertown, Keith, Meningie, Millicent, Mt Barker, Mt Gambier, Murray Bridge, Naracoorte, Penola. Later in the month, we visited Aldinga Bay. I spoke with Erica Young (Crystal Brook) Annie Kilsby (Penola) and Shirley Howlett at Victor Harbor.

We were made most welcome by everyone and enjoyed country hospitality throughout the trip.

Golf Croquet is the main form of the game played, followed by Aussie and then Association Croquet.

Covid has had a major impact on their fund raising as Gala Days and Come 'n' Try days and basically anything involving extra people attending and involving catering has been made very difficult.

The new legislation regarding having youngsters on the premises has also made life very complicated.

Millicent CC has the most members of the South East clubs. The President and members are very active and 'on the ball'. It is clearly visible from the street which is a great asset when trying to let locals know of your existence. Mt Gambier and Penola are rather tucked away and I suggested better signage might be useful. All the clubs said that they struggled to attract new members which is the same for Bowls and Golf. Nowadays, both parents are working and busy with family matters at the weekends. Unfortunately Croquet still has the reputation that it is a 'posh' sport and mainly for older people. Some of the clubs I visited are predominantly run by very elderly people who are doing their best despite failing health. The evidence of their younger years of hard work and dedication to their clubs is there to see on the Honour Boards and photographs of past events. These loyal members need to be treated with utmost respect but equally when there are new players showing interest in getting involved, these younger people are inevitably the future of the club.

The main expense with all the clubs except Meningie (which has carpet) is Lawn Maintenance and the high cost of water. The male volunteers who cut the grass can't go on doing it forever and the financial reality kicks in when you have to pay someone. Many of the clubs have some financial cushion but understandably they are reluctant to eat into their reserves but without more members and also a realistic fee structure, the finances can dwindle away quite quickly.

The Tatiara Master Games are being held at the Bordertown CC and Malcolm and I attended their monthly meeting and discussed mainly the catering side of things and reassured this very small club that there would be help setting the lawns, organising the lunches and Eileen Ferguson would be running the Event. You could feel the anxiety lifting as things were discussed and reassurance was given. The council has helped with fertilizing but could be doing more to prepare the lawns. The Council has made more toilets adjacent to the clubhouse available for use during the Games. Malcolm painted the Hoops and set out the 2nd and 3rd Lawns with new hoop holes. I retrieved the string from around all the perimeters as the grass had grown over it. I encouraged the GC players from all the clubs we visited to enter the Games and also to go to the Murray Bridge Country Tournament in March as it would greatly help those players who had no experience of Competitive play. Unfortunately, as it turned out, this was in fact cancelled due to lack of numbers.

The overall feeling from the trip was very positive, however, some of the clubs are indeed at a dangerously low level of membership. It only takes 1 or 2 keen new members to turn things around and these can be found in U3A groups, local volunteer organisations and not just from Come 'n' Try dates which on the whole seemed to be a bit disappointing. With the relaxation of Covid restrictions, let's hope more events can take place.

Word of mouth and making your club as harmonious as possible is vital to attracting and keeping new and imaginative members.

I will be following up the progress of all the clubs I visited and have reassured them that SACA is interested in their club. Everyone we met was very appreciative of our visit and welcomed us back anytime.

After returning home, I was asked to contact all country clubs regarding the Delegates or Proxies that they had for the AGM last Oct. I had replies from all clubs except Bordertown and Pt Augusta.

Linda Kinch

Association Director Report

Croquet SA Board meeting, March 7th 2022

Seven pairs entered the Handicap Night Doubles played over six Monday nights. On the last night, two matches were played with a light tea between the matches. Three pairs had four wins, with Glen Blatchford and Lynne Harris being overall winners.

At the moment, there are seven entrants in the 12+ Handicap Doubles, which closes on Friday.

All the event flyers up until August have been attached to the relevant entries on the website calendar. A link to the entry form has also been added, making it easy to find information about an event and enter it from the calendar.

AC handicaps have been updated on the website following the Victor Harbor tournament.

The AC/GC Selection policy has been reviewed and updated and will be presented for ratification at this meeting.

The Playing Regulations are in the hands of the GC Committee for finalisation.

I have spoken to Robert Fenwick Elliott on two matters:

- Whether he would consider occupying the chair of a Croquet SA disputes and appeals committee (in his words, he would be delighted).
- And whether he is still willing to proofread the final version of our new constitution (also willing to do this).

We are very fortunate that someone of Robert's calibre is willing to do this for us pro bono. Robert's comprehensive background can be read [here](#).

Roger Buddle

AC Director

GC REPORT MARCH 2022

This is to advise you that the GC Committee recommends that Ansi Baumanis fill the vacancy of GC Director left by the recent resignation of Joan Glastonbury. Ansi has agreed to this nomination.