

# MINUTES OF THE SOUTH AUSTRALIAN CROQUET ASSOCIATION INC.

## BOARD MEETING HELD ON FRIDAY

24<sup>th</sup> MARCH AT 12.15 PM AT MILLSWOOD

<b>1.</b>		<b>Welcome</b> Meeting opened at 12.20pm Meeting resumed 2 <sup>nd</sup> April 2023
<b>2.</b>		<b>Present</b> President – Graeme Thomas Vice President – Linda Kinch (late arrival 24 <sup>th</sup> March) Treasurer- Lorraine Smith Eileen Ferguson Ansi Baumanis Jane Horton 24 <sup>th</sup> March Mark Senior 2 <sup>nd</sup> April Minute Secretary – Trish Fazackerley
<b>3.</b>		<b>Apologies</b> Mark Senior for 24 <sup>th</sup> March 2023 Jane Horton for 2 <sup>nd</sup> April 2023
<b>4.</b>		<b>Confirmation of Minutes</b>
	<b>4.1</b>	9 <sup>th</sup> February 2023 Confirmed.
	<b>4.2</b>	Business Arising from Minutes  4.2.1 Event Fees – A review of Event fees was tabled, due to increases in ACA fees we will look at small increases in Event fees. Proposed to change GC 1 day entry fee to \$20 per single entry from 1 January 2024. Pennant entry fees to increase to \$7 from 1 January 2024. AC weekend pennants to go up to \$28 per team per match and night doubles/singles to go up to \$7 per player also from 1 January 2024.  4.2.2 Strategic Plan Report – President has spoken with Wallace Long and requested the survey form and the plan that was prepared. The ACA is preparing their own strategic plan and would like the states to dovetail into their plan. The President will arrange a group session for Board members. Ongoing.  4.2.4 National Database – President had a discussion with the ACA it will be central store of all members names. Security of information has been addressed. The database will also include lists of coaches, referees and handicapping and access to coaching videos etc. There will be a national system of handicapping and also access to templates for grants. The membership officer will add the information into the National Database.

	<p>4.2.5 Complaints Policy – the Board needs to appoint a complaints officer.</p> <p>4.2.6 Grants – Mark Senior has looked at grants and grants applicable to us will be open in June. Board members will get together to acquire the Covid-19 recovery grant.</p> <p>4.2.7 Peter Martynuik continuing to work on Technology and will liaise with the Office Administrator regarding shared information. Audit and new software issue continuing.</p> <p>4.2.8 Security – key register now up to date a few spot checks may take place.</p> <p>4.2.9 Facility – Development and Maintenance. President had a meeting with council and plumber re drainage, President will follow up on recommendation for fixing the drainage issue. Fourth lawn and lawn borders were also discussed. Also a new gate that would not be in the flood zone area would be helpful. Car park issues remain a problem. President will be drafting a development plan for discussion and to go to council.</p> <p>4.2.10 Constitution – President has had discussions with a lawyer with regards to changes to the Constitution. Issues include voting system, life membership and honoraria.</p> <p>4.2.11 Child Protection compliance statement – Administrative Officer to follow up with Jane Horton, this is now overdue and will be actioned as soon as possible. Once compliance statement has been completed a note to clubs will go out insisting that any club dealing with children all participants need a working with children check.</p> <p>4.2.12 Hot Weather Policy in progress President to create a draft policy for the Board.</p>
<b>5.</b>	<p><b>Health and Safety</b></p> <p>5.1 Incident reports - nil</p> <p>5.2 Hutt Rd maintenance and security – Cleaning contract to be clarified. Outside cleaning to be attended to.</p>
<b>6.</b>	<p><b>Reports</b></p> <p>6.1 President’s Report</p> <p>6.2 Country Clubs Report</p> <p>6.3 Treasurer’s Report</p> <p>6.4 AC Director Report</p> <p>6.5 GC Director Report</p> <p>All reports were accepted by the Board.</p>
<b>7.</b>	<p><b>General Business</b></p> <p>7.1 Hutt Rd Development – Hoop setting course has been suggested with a badge. A quote for badges would be obtained. Approved by the Board</p> <p>7.2 Croquet SA technology audit – discussed above.</p> <p>7.3. Under 21 Bronze Medal September 2023 - approved</p>

	<p>7.4 National Gateball Tournament 2025 – not approved. Adelaide not set up for this at this stage.</p> <p>7.5 Coaching for Murray Bridge -John Hardy organizing coaching.</p> <p>7.6 Presentation day to be held at Hutt Rd on Saturday 16 December 2023.</p> <p>7.7 ACA event fees</p>
<b>8.</b>	<p><b>Correspondence in/out</b></p> <p>8.1 Letter from Miriam Smith, Meningie Croquet Club</p> <p>8.2 Email from Virginia Hill, Mount Gambier Croquet Club</p>
<b>9.</b>	<p><b>Any Other Business</b></p>
	<p><b>MEETING CLOSED 24<sup>th</sup> March 2023 at 2:00pm</b></p> <p><b>MEETING RESUMED Sunday 2<sup>nd</sup> April 2023 10.30am</b></p> <p><b>MEETING CLOSED 1.45pm</b></p> <p><b>NEXT MEETING 27<sup>th</sup> April at Hutt Rd at 12.15pm</b></p>

## Balance Sheet [Last Year Analysis]

February 2023

ABN: 62 267 815 857

Email: [finance@sacroquet.com.au](mailto:finance@sacroquet.com.au)

	This Year	Last Year	\$ Difference	% Difference
<b>Assets</b>				
Current Assets				
Bank Accounts	\$249,499.10	\$213,692.28	\$35,806.82	16.8%
Other Current Assets	\$7,865.42	\$690.64	\$7,174.78	1,038.9%
<b>Total Current Assets</b>	<b>\$257,364.52</b>	<b>\$214,382.92</b>	<b>\$42,981.60</b>	<b>20.0%</b>
<b>Total Assets</b>	<b>\$257,364.52</b>	<b>\$214,382.92</b>	<b>\$42,981.60</b>	<b>20.0%</b>
<b>Liabilities</b>				
Current Liabilities				
GST Liabilities	\$5,427.09	-\$729.66	\$6,156.75	843.8%
Payroll Liabilities	\$678.58	\$20.00	\$658.58	3,292.9%
Other Current Liabilities	\$37,653.35	\$17,990.55	\$19,662.80	109.3%
<b>Total Current Liabilities</b>	<b>\$43,759.02</b>	<b>\$17,280.89</b>	<b>\$26,478.13</b>	<b>153.2%</b>
<b>Total Liabilities</b>	<b>\$43,759.02</b>	<b>\$17,280.89</b>	<b>\$26,478.13</b>	<b>153.2%</b>
<b>Net Assets</b>	<b>\$213,605.50</b>	<b>\$197,102.03</b>	<b>\$16,503.47</b>	<b>8.4%</b>
<b>Equity</b>				
Retained Earnings	\$145,410.99	\$121,349.92	\$24,061.07	19.8%
Current Year Surplus/Deficit	\$68,194.51	\$75,752.11	-\$7,557.60	(10.0)%
<b>Total Equity</b>	<b>\$213,605.50</b>	<b>\$197,102.03</b>	<b>\$16,503.47</b>	<b>8.4%</b>

This report includes Year-End Adjustments.

**Profit & Loss [Last Year Analysis]**

July 2022 To February 2023

ABN: 62 267 815 857

Email: finance@sacroquet.com.au

	This Year	Last Year	\$ Difference	% Difference
<b>Income</b>				
Pennant and Tournament Income	\$18,264.61	\$16,807.49	\$1,457.12	8.7%
Club Affiliation, Player Registration & Insurance	\$89,478.87	\$87,997.92	\$1,480.95	1.7%
Equipment, Refereeing and Coaching Income	\$609.95	\$320.90	\$289.05	90.1%
CSA Activities	\$16,977.14	\$1,922.91	\$15,054.23	782.9%
Grants, Sponsorship & Fundraising Income	\$20,000.00	\$35,000.00	-\$15,000.00	(42.9)%
State Team Income	\$764.09	\$0.00	\$764.09	NA
<b>Total Income</b>	<b>\$146,094.66</b>	<b>\$142,049.22</b>	<b>\$4,045.44</b>	<b>2.8%</b>
<b>Cost Of Sales</b>				
Pennant and Tournament COS	\$2,819.53	\$2,031.10	\$788.43	38.8%
Club Affiliation, Player Registration & Insurance	\$4,948.05	\$4,812.82	\$135.23	2.8%
Equipment Refereeing & Coaching COS	\$2,125.90	\$1,500.83	\$625.07	41.6%
CSA Activities COS	\$1,834.70	\$986.02	\$848.68	86.1%
State Team COS	\$12,346.48	\$5,495.90	\$6,850.58	124.6%
Sports Development COS	\$1,272.39	\$2,910.74	-\$1,638.35	(56.3)%
Lawn and Surrounds COS	\$23,729.29	\$22,714.92	\$1,014.37	4.5%
Misc COS	\$0.00	\$19.20	-\$19.20	(100.0)%
<b>Total Cost Of Sales</b>	<b>\$49,076.34</b>	<b>\$40,471.53</b>	<b>\$8,604.81</b>	<b>21.3%</b>
<b>Gross Profit</b>	<b>\$97,018.32</b>	<b>\$101,577.69</b>	<b>-\$4,559.37</b>	<b>(4.5)%</b>
<b>Expenses</b>				
Accounting	\$1,362.72	\$1,192.95	\$169.77	14.2%
Club House Expenses	\$9,112.47	\$7,613.09	\$1,499.38	19.7%
Legal Fees	\$113.00	\$0.00	\$113.00	NA
Communications & IT	\$1,786.18	\$961.33	\$824.85	85.8%
General Repairs & Maintenance	\$1,774.91	\$1,868.25	-\$93.34	(5.0)%
Payroll Expenses	\$13,539.65	\$8,568.47	\$4,971.18	58.0%
Board & Governance Expenses	\$0.00	\$3,800.00	-\$3,800.00	(100.0)%
Insurance Expenses	\$2,150.48	\$2,070.65	\$79.83	3.9%
<b>Total Expenses</b>	<b>\$29,839.41</b>	<b>\$26,074.74</b>	<b>\$3,764.67</b>	<b>14.4%</b>
<b>Operating Profit</b>	<b>\$67,178.91</b>	<b>\$75,502.95</b>	<b>-\$8,324.04</b>	<b>(11.0)%</b>
<b>Other Income</b>				
Interest Income	\$993.35	\$256.08	\$737.27	287.9%
Other Income	\$1.00	\$0.10	\$0.90	900.0%
Overpayments	\$41.26	\$29.27	\$11.99	41.0%
Mallet sales commission	\$0.00	-\$9.09	\$9.09	100.0%
<b>Total Other Income</b>	<b>\$1,035.61</b>	<b>\$276.36</b>	<b>\$759.25</b>	<b>274.7%</b>
<b>Other Expenses</b>				
Other Bank Expenses	\$20.01	\$27.20	-\$7.19	(26.4)%
<b>Total Other Expenses</b>	<b>\$20.01</b>	<b>\$27.20</b>	<b>-\$7.19</b>	<b>(26.4)%</b>
<b>Net Profit/(Loss)</b>	<b>\$68,194.51</b>	<b>\$75,752.11</b>	<b>-\$7,557.60</b>	<b>(10.0)%</b>

This report includes Year-End Adjustments.

## President's Report – March 2023

- Please note our next meeting will be at Millswood CC at 12.15pm on Friday 24<sup>th</sup> March.
- Lease for Hutt Rd for 5 years signed. The lease includes the opportunity to expand to a fourth lawn.
- Extended discussion with CoA re Hutt Rd upgrades. They have asked for a proposal which I will be drafting.
- CoA sent their contract plumber and staff around to discuss flooding. Recommended action may be expensive so have taken discussion back to our CoA contact.
- Philip Hadley has accepted and taken the action required and is now our Public Officer.
- Lorraine has inducted Maree to assist with bookkeeping paid at up to 15 hours per week. Employment agreement signed.
- New shelves and a locking cupboard have been purchased for the shed. Thanks to Ansi for his assistance in installing which started today (Tuesday 14 March). Once completed we expect to be able to free up space in the office and storage room in the main clubhouse.
- We have discovered our old website address of croquetsa.com.au has been purchased by somebody from USA (we believe) with a dummy website set up. Beware – do not access links in this site. We are liaising with website sales company to have this scam address removed.

## AC Director Report for Board March 2023

- Saturday Pennants are now underway.
- Night Doubles competitions are drawing to a close. Last matches to be played 4<sup>th</sup> April.
- Referee training course to be held at Norwood on 21<sup>st</sup> and 22<sup>nd</sup> May. Flyer with details published via google groups.
- Applications for appointment as AC Selectors 2023/24 to be advertised shortly. Team coach and Manager also required.
- Handicap list continues to be updated regularly.
- Coaching Co-ordinator's position still vacant.
- Next meeting of AC Committee scheduled for 14<sup>th</sup> April.

Assisting with Club Life Members issue and liaising with Admin Officer as per President's request.

Attended meeting with Copper Coast Council staff, Moonta and Kadina club representatives and other sports re SA Masters Games. (April 20 -23 2023.)

Eileen Ferguson

AC Director.

21/3/23

## GC Director's Report to the Croquet SA Board

24 March 2023

- An Advantage Golf Come and Try was held on the 18 and 19 February 2023. Eight individual players tried the new singles format on the Saturday and three players came to the doubles format on Sunday. Everyone enjoyed the games played and agreed that the scoring would take a bit of time to get used to.
- A draft copy of the SACA proposed Weather Policy was sent to Board members for comment during February 2023. No responses have been received to date.
- After informal talks with the President, I would like to propose that the Maintenance Officer be provided with a limited Debit/Credit card for ad hoc expenses.
- After purchasing two shelving units and a metal cupboard and assembling them over two days with assistance from Graeme Thomas, the shed has been tidied up. Rubbish is yet to be removed and the green keeper has removed his equipment giving us more room to store our ball/hoop trollies neatly. This has also given us the capacity to store excess items from the office and the store and pantry. Floor markings to be finalised for the ball trollies.
- I would like some clarity and confirmation re honorariums that are paid to Directors and Committees.
  - What is an honorarium paid for:
    - For the volunteers service, or to cover the volunteers expenses?
    - The ATO does not consider the honorarium to be taxable income unless the volunteer receives a reward for services connected to her income-producing activities.
    - At the last AGM the members agreed to pay honorariums to the Directors for the current and the previous year, but no approval was sought or given for honorariums for the AC, GC or the Referee Sub-committee members.

Thank You

Ansi Baumanis  
GC Director  
Croquet SA  
0421 289 844



## COUNTRY CLUB REPORT 2<sup>ND</sup> APRIL 2023

- Mt GAMBIER: Request for skills development for their members. AC Director has been in touch. Requested Grant information: Forwarded ORSR Round 51 details. Contacted the President to confirm receipt of Insurance Cover information surrounding the Netball players' use of Croquet club's toilets. She confirmed receipt of information. Enquiry about 'Working with Children' compliance and certification. Advised President to speak with SACA President. She also spoke with AC Director. This issue was discussed on 2<sup>nd</sup> April at the continued Board meeting and is being addressed. Clearer guidance will be provided asap.
- ALDINGA BAY: Council is installing lights and has also taken out troublesome trees. Membership is up and the whole area is being upgraded. A beautiful has been created with the demolition of an old building. A few issues ongoing with the Bowling Club but hopefully will be resolved soon.
- VICTOR HARBOR: All going well. Club has worked hard for their 100<sup>th</sup> Anniversary Celebrations with new signage. They have also found additional sponsorship from local companies.
- KADINA/MOONTA: The SA Masters Games are fast approaching. Numbers of croquet entries around 70 which is very high with approx.10 AC and 50 GC. The plan is for AC to be held at Moonta and GC at Kadina. The social functions will be at the larger club of Kadina. We are very grateful to Eileen and Keith Ferguson for taking on this Tournament during a particularly busy month for them.
- MENINGIE: Spoke with Miriam Smith, they are delighted with the equipment given to them by SACA.
- HYDE PARK v KADINA: A most enjoyable and successful exchange Fun Day was had on 16<sup>th</sup> March at Hyde Park. 16 GC players from Kadina took part. This was the return visit after Hyde Park came to Kadina in October 2022. This sort of event most certainly does wonders for Country/ Metro relationships and could be introduced to other clubs. I do believe that this has happened in the past and would like to see it continued and built on.
- I missed the board meeting on 24<sup>th</sup> March as I was attending Ken Zadow's funeral in Murray Bridge. Ken was a Life Member of the MBCC and a good number of the croquet members were there in their uniforms. A couple of other croquet players were there as well as Ken was liked and highly respected by everyone. The Council have bitumised all the car parking area and are replacing the toilets and the Murray Bridge CC is starting to pick up again.

Linda Kinch

2<sup>nd</sup> April 2023