

MINUTES OF THE SOUTH AUSTRALIAN CROQUET ASSOCIATION INC.

BOARD MEETING

Friday 2nd February AT 10.00am at Hutt Rd

1.		Welcome - Meeting opened at 2.00pm
2.		Present Graeme Thomas Lorraine Smith Ansi Baumanis Ann Woodhouse (Guest) Tracey Sincock (Guest) Sally Harper (Guest) Minute Secretary Trish Fazackerley .
3.		Apologies Keven Le Poidevin, Eileen Ferguson
4.	4.1	Confirmation of Minutes Minutes from 4 December confirmed via email.
	4.2	Business Arising from Minutes 4.2.1 Strategic Plan Report – Changes to the Constitution. A paper regarding issues and a meeting to be planned before the end of May. 4.2.2 Grants - ongoing 4.2.3 Technology Management Access –ongoing. 4.2.4 Facility Development– storm water is still an issue and part of a larger set of issues in discussion with council. The council has responded to our email regarding major issues at Hutt Rd and correspondence will continue.
5.		Health and Safety 5.1 Incident reports – nil 5.2 Hutt Rd Maintenance. Ansi Baumanis will submit a quote to paint gutters. He will also investigate costs and options for upgrading the existing shelters.
6.		Reports 6.1 President’s Report – no report provided. 6.3 Treasurer’s Report – tabled and will be attached to the Minutes. Croquet SA will establish a debit account with Bendigo bank for use by the Administrative Officer and property maintenance issues. It is agreed an amount of \$1,000 be available and receipts and invoices will be provided to the Treasurer.

	<p>6.4 AC Director Report – not available.</p> <p>6.5 GC Report – It was agreed Croquet SA will provide one track suit top for each new member of a State Team.</p> <p>It was proposed that GC Medals Competitions should be renamed to reflect GC players. The President moved that decision be deferred to the next board meeting, seconded by the Treasurer.</p> <p>It was proposed that four day events at Hutt Rd should incur a four day fee, the fees will remain the same for the time being but may be increased in the future.</p> <p>Ansi Baumanis sought approval for his absence for two meetings as he will be overseas. He also sought permission to arrange a proxy to give information to the board in his absence. The proxy will attend but will not have voting rights.</p> <p>Ansi advised the Board that he has appointed Laura Eden GC Coaching Coordinator.</p> <p>6.6 Gateball – noted that Hutt Rd has new equipment and we should start promoting the game.</p> <p>All reports accepted by the Board.</p>
<p>7.</p>	<p>General Business</p> <p>7.1 Resignations from the Board</p> <p>Lorraine Smith has resigned from the Board. The Board thanks her for her work for SACA and she will continue to assist with the book keeping role in the future. Her resignation from the Board was accepted.</p> <p>Eileen Ferguson has stepped down from the Board until the next round of elections.</p> <p>7.2 New appointments to the Board</p> <p>Dwayne McCormick (as acting AC Director pending Eileen’s return), Tracey Sincock (Treasurer) and Ann Woodhouse have been invited to join the Board and have been accepted.</p> <p>Tracey Sincock will be added as a signatory to bank accounts.</p>
<p>8.</p>	<p>Correspondence in/out</p> <p>Sponsorship documents – Sally Harper Sally Harper was invited to the meeting to discuss her sponsorship submission.</p> <p>Sally has talked to the council regarding advertising (sponsorship) rules for Hutt Rd. Logos on website, emails with logos and letterhead and googlegroups messages and at the bottom of Hoop Points and on the Website. Use of social media, facebook etc. Also sending a copy of the newsletter to the sponsors. Keeping Target audience 60 + market. Plan to approach statewide businesses. Travel agents, RAA, etc.</p>

		It is suggested that we talk to an advisor that Sally has recommended.
9.		Any Other Business State Team Player Agreement. Changes have been made and approved by the Board.
		MEETING CLOSED at 12.30 NEXT MEETING – March 4, 4.30pm 2024, Hutt Rd

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Graeme Thomas

President

Profit & Loss [With Last Year]

July 2023 To December 2023

ABN: 62 267 815 857

Email: finance@sacroquet.com.au

	This Year	% of Sales	Last Year	LY % of Sales
Income				
Pennant and Tournament Income				
AC Pennant and Tournament Income	\$6,034.21	4.5%	\$5,417.97	3.9%
GC Pennants and Tournament Income	\$6,753.54	5.1%	\$7,449.05	5.4%
GB Pennant and Tournament Income	\$640.91	0.5%	\$1,009.55	0.7%
Total Pennant and Tournament Income	\$13,428.66	10.1%	\$13,876.57	10.0%
Club Affiliation, Player Registration & Insurance				
Affiliation Income	\$1,980.00	1.5%	\$1,950.00	1.4%
Player Registration Income	\$58,862.04	44.1%	\$50,876.54	36.6%
Club Public Liability Insurance income	\$34,395.25	25.8%	\$35,335.92	25.4%
Total Club Affiliation, Player Registration & Insurance	\$95,237.29	71.4%	\$88,162.46	63.4%
Equipment, Refereeing and Coaching Income				
AC Coaching Sales Income	\$163.64	0.1%	\$4.54	0.0%
AC Refereeing Sales Income	\$9.10	0.0%	\$0.00	0.0%
GC Coaching Sales Income	\$0.00	0.0%	\$272.73	0.2%
GC Refereeing Sales Income	\$31.81	0.0%	\$40.91	0.0%
Equipment Sales Income	\$0.00	0.0%	\$136.36	0.1%
Total Equipment, Refereeing and Coaching Income	\$204.55	0.2%	\$454.54	0.3%
CSA Activities				
Club House & Lawn Hire Income	\$820.92	0.6%	\$4,192.73	3.0%
Bar, Food and Drink Income	\$2,574.94	1.9%	\$11,628.86	8.4%
Total CSA Activities	\$3,395.86	2.5%	\$15,821.59	11.4%
Grants, Sponsorship & Fundraising Income				
Grants Income	\$20,500.00	15.4%	\$20,000.00	14.4%
Total Grants, Sponsorship & Fundraising Income	\$20,500.00	15.4%	\$20,000.00	14.4%
State Team Income				
State Team General Income	\$0.00	0.0%	\$415.00	0.3%
GC State Team Income	\$560.91	0.4%	\$349.09	0.3%
Total State Team Income	\$560.91	0.4%	\$764.09	0.5%
Total Income	\$133,327.27	100.0%	\$139,079.25	100.0%
Cost Of Sales				
Pennant and Tournament COS				
AC Pennant and Tournament COS	\$1,474.45	1.1%	\$1,310.70	0.9%
GC Pennant and Tournament COS	\$425.45	0.3%	\$890.61	0.6%
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Affiliation COS	-\$15,775.00	(11.8)%	\$90.91	0.1%
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Club P/L Insurance COS	\$0.00	0.0%	\$4,592.14	3.3%
Total Club Affiliation, Player Registration & Insurance	-\$15,485.00	(11.6)%	\$4,948.05	3.6%
Equipment Refereeing & Coaching COS				
AC Coaching Cost of Sales	\$0.00	0.0%	\$39.00	0.0%
GC Coaching Cost of Sales	\$345.45	0.3%	\$703.20	0.5%
GC Refereeing Cost of Sales	\$0.00	0.0%	\$806.43	0.6%
Equipment Purchases COS	\$130.55	0.1%	\$318.18	0.2%
Total Equipment Refereeing & Coaching COS	\$476.00	0.4%	\$1,866.81	1.3%
CSA Activities COS				
Bar Expenses COS	\$744.93	0.6%	\$609.46	0.4%
Food and Drink Expenses COS	\$180.92	0.1%	\$883.50	0.6%

This report includes Year-End Adjustments.

Profit & Loss [With Last Year]

July 2023 To December 2023

ABN: 62 267 815 857

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	This Year	% of Sales	Last Year	LY % of Sales
Total CSA Activities COS	\$925.85	0.7%	\$1,492.96	1.1%
State Team COS				
State Team AC	\$227.27	0.2%	\$872.73	0.6%
State Team GC	\$8,497.70	6.4%	\$11,473.75	8.2%
Total State Team COS	\$8,724.97	6.5%	\$12,346.48	8.9%
Sports Development COS				
Sports Development Volunteer Support COS	\$952.73	0.7%	\$1,334.65	1.0%
Total Sports Development COS	\$952.73	0.7%	\$1,334.65	1.0%
Lawn and Surrounds COS				
Lawn Care Contract COS	\$12,603.62	9.5%	\$11,814.54	8.5%
Lawn Care Non Contract COS	\$1,950.00	1.5%	\$1,500.00	1.1%
Lawn Marking Commodities	\$50.00	0.0%	\$0.00	0.0%
Lawn Surrounds and Hedge Care	\$1,500.00	1.1%	\$0.00	0.0%
Lawn Irrigation Repairs	\$640.00	0.5%	\$970.00	0.7%
Lawn Water COS	\$499.90	0.4%	\$487.09	0.4%
Lawn Licence COS	\$0.00	0.0%	\$826.36	0.6%
Lawn Equipment Shed Lease Fee COS	\$0.00	0.0%	\$355.83	0.3%
Total Lawn and Surrounds COS	\$17,243.52	12.9%	\$15,953.82	11.5%
Total Cost Of Sales	\$14,875.56	11.2%	\$40,716.39	29.3%
Gross Profit	\$118,451.71	88.8%	\$98,362.86	70.7%
Expenses				
Accounting				
MYOB Fees	\$819.30	0.6%	\$756.36	0.5%
Auditing Costs	\$380.00	0.3%	\$350.00	0.3%
Total Accounting	\$1,199.30	0.9%	\$1,106.36	0.8%
Club House Expenses				
Cleaning Expenses	\$1,144.00	0.9%	\$1,207.00	0.9%
Electricity Expenses	\$333.03	0.2%	\$897.54	0.6%
Club House Water Expenses	\$487.80	0.4%	\$611.63	0.4%
Lease Expenses	\$954.00	0.7%	\$2,449.74	1.8%
Kitchen & Other Consumables	\$503.91	0.4%	\$980.85	0.7%
Office Equipment	\$920.00	0.7%	\$1,491.17	1.1%
Stationery	\$45.26	0.0%	\$0.00	0.0%
Printing	\$0.00	0.0%	\$180.45	0.1%
Postage	\$10.81	0.0%	\$0.00	0.0%
Clubhouse Furniture & Fittings	\$0.00	0.0%	\$200.00	0.1%
Sundry Clubhouse Expenses	\$181.82	0.1%	\$122.73	0.1%
Total Club House Expenses	\$4,580.63	3.4%	\$8,141.11	5.9%
Legal Fees	\$0.00	0.0%	\$113.00	0.1%
Communications & IT				
Internet and Phone	\$606.93	0.5%	\$681.16	0.5%
Website	\$814.60	0.6%	\$787.75	0.6%
Computer Expenses	\$0.00	0.0%	\$117.27	0.1%
IT Consultants	\$136.36	0.1%	\$0.00	0.0%
Association memberships	\$330.00	0.2%	\$0.00	0.0%
Total Communications & IT	\$1,887.89	1.4%	\$1,586.18	1.1%
General Repairs & Maintenance	\$1,686.24	1.3%	\$1,774.91	1.3%
Payroll Expenses				
Wages & Salaries Expenses	\$10,122.44	7.6%	\$10,443.36	7.5%

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Profit & Loss [With Last Year]

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Return to Work Premiums	\$205.00	0.2%	\$202.50	0.1%
Other Payroll Expenses	\$1,113.45	0.8%	\$1,128.05	0.8%
Total Payroll Expenses	\$11,440.89	8.6%	\$11,773.91	8.5%
Insurance Expenses				
Business Insurance	\$1,046.53	0.8%	\$0.00	0.0%
Hutt Rd Insurance	\$0.00	0.0%	\$1,641.52	1.2%
Total Insurance Expenses	\$1,046.53	0.8%	\$1,641.52	1.2%
Total Expenses	\$21,841.48	16.4%	\$26,136.99	18.8%
Operating Profit	\$96,610.23	72.5%	\$72,225.87	51.9%
Other Income				
Interest Income				
BSA Accounts Interest	\$396.71	0.3%	\$302.51	0.2%
PCCU Accounts Interest	\$0.09	0.0%	\$45.58	0.0%
Total Interest Income	\$396.80	0.3%	\$348.09	0.3%
Other Income	\$90.91	0.1%	\$1.00	0.0%
Overpayments	\$15.00	0.0%	\$41.26	0.0%
Appeal Fees	-\$181.82	(0.1)%	\$0.00	0.0%
Total Other Income	\$320.89	0.2%	\$390.35	0.3%
Other Expenses				
Other Bank Expenses				
PCCU Accounts Expenses	\$20.84	0.0%	\$20.01	0.0%
Total Other Bank Expenses	\$20.84	0.0%	\$20.01	0.0%
Total Other Expenses	\$20.84	0.0%	\$20.01	0.0%
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Balance Sheet

As of December 2023

ABN: 62 267 815 857

Email: finance@sacroquet.com.au

Assets		
Current Assets		
Bank Accounts		
BSA Trading Account	\$50,650.17	
BSA Savings Account	\$178,936.96	
BSA Term Deposit Lawns	\$40,000.00	
Zeller	\$622.72	
Petty Cash/Cash On Hand	\$260.00	
Total Bank Accounts		\$270,469.85
Clearing Accounts		
Electronic Clearing Account	\$1,387.12	
Total Clearing Accounts		\$1,387.12
Other Current Assets		
Trade Debtors	\$6,620.00	
Inventory	\$707.64	
Total Other Current Assets		\$7,327.64
Total Current Assets		\$279,184.61
Total Assets		\$279,184.61
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	\$5,518.56	
GST Paid	-\$2,242.00	
Total GST Liabilities		\$3,276.56
Payroll Liabilities		
PAYG Withholding Payable	\$124.00	
Other Payroll Liabilities	\$133.36	
Total Payroll Liabilities		\$257.36
Other Current Liabilities		
Trade Creditors	\$674.77	
Customer Deposits	\$50.00	
GC State Team Funds	\$1,030.10	
AC State Team Funds	\$600.00	
Total Other Current Liabilities		\$2,354.87
Total Current Liabilities		\$5,888.79
Total Liabilities		\$5,888.79
Net Assets		\$273,295.82
Equity		
Retained Earnings		\$176,385.54
Current Year Surplus/Deficit		\$96,910.28
Total Equity		\$273,295.82

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