

MINUTES OF THE SOUTH AUSTRALIAN CROQUET ASSOCIATION INC.

BOARD MEETING

Friday 4th March AT 4.30pm at Hutt Rd

1.		Welcome - Meeting opened at 4.30pm
2.		Present Graeme Thomas Anne Woodhouse Tracey Sincock Kevin Le Poidevin Dwayne McCormick Kim Millhouse (guest representing GC Director)
3.		Apologies Ansi Beaumanis Trish Fazackerley
4.	4.1	Confirmation of Minutes Minutes from 2 February confirmed via email.
	4.2	Business Arising from Minutes 4.2.1 Strategic Plan Report – Strategic Planning Session to be held in late May. The session will include discussion on the Constitution. Papers will be sent to Clubs once advice about the Constitution has been received 4.2.2 Grants – Lawn Verge: A submission to the Community Infrastructure Grant to replace the verge is being prepared. Drainage: The Adelaide City Council is getting a quote There is the possibility of a Grants Officer from Norwood Croquet Club 4.2.3 Technology Management Access –ongoing. 4.2.4 Facility Development– RevSport package from ACA is coming out in June
5.		Health and Safety 5.1 Incident reports – nil 5.2 Hutt Rd Maintenance – no quote for shelters submitted The state of the shelters will be monitored
6.		Reports 6.1 President’s Report – a. Points of concern about the Constitution b. Need a Grants Officer c. Look for extra admin time and how that would be used Possibility of Social Media, Grants

	<p>Zoom meeting with other Presidents:</p> <ol style="list-style-type: none"> a. The Complaints process needs to be clarified b. Heads of coaching and refereeing have been very fluid with things promised not delivered. c. New logo accepted by all states except WA (because it is all black) d. Possibility of a National Secretarial service which will also help the State Associations e. There was a view that ACA should provide core funding to Cairnlea for its viability <p>6.3 Treasurer's Report – tabled and will be attached to the Minutes.</p> <p>SACA does not have a Banking and Finance Policy Treasurer will work on adapting ACA's policy to SA</p> <p>6.4 AC Director Report – No report</p> <p>6.5 GC Report – Team Selection Policy. Suggested policy to be circulated to the Board for discussion at the next meeting</p> <p>6.6 Gateball – No report</p> <p>All reports accepted by the Board.</p>
7.	General Business
8.	Correspondence in/out
9.	Any Other Business
	<p>MEETING CLOSED at 6.15pm NEXT MEETING – 8 April 2024 , 4.30pm Hutt Rd</p>

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Graeme Thomas
President

Balance Sheet

As of February 2024

ABN: 62 267 815 857

Email: finance@sacroquet.com.au

Assets		
Current Assets		
Bank Accounts		
BSA Trading Account	\$42,974.02	
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		\$262,793.70
Clearing Accounts		
Electronic Clearing Account	\$1,387.12	
Total Clearing Accounts		\$1,387.12
Other Current Assets		
Trade Debtors	\$1,918.00	
Inventory	\$707.64	
Total Other Current Assets		\$2,625.64
Total Current Assets		\$266,806.46
Total Assets		\$266,806.46
Liabilities		
Current Liabilities		
GST Liabilities		
GST Collected	-\$454.38	
GST Paid	-\$2,293.44	
Total GST Liabilities		-\$2,747.82
Payroll Liabilities		
PAYG Withholding Payable	\$50.00	
Other Payroll Liabilities	\$241.37	
Total Payroll Liabilities		\$291.37
Other Current Liabilities		
Trade Creditors	\$10,520.00	
Accruals	\$15,775.00	
GC State Team Funds	\$1,030.10	
AC State Team Funds	\$600.00	
Total Other Current Liabilities		\$27,925.10
Total Current Liabilities		\$25,468.65
Total Liabilities		\$25,468.65
Net Assets		\$241,337.81
Equity		
Retained Earnings		\$176,385.54
Current Year Surplus/Deficit		\$64,952.27
Total Equity		\$241,337.81

This report includes Year-End Adjustments.

Profit & Loss [Budget Analysis]

July 2023 To February 2024

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	Selected Period	Budgeted	\$ Difference	% Difference
Income				
Pennant and Tournament Income				
AC Pennant and Tournament Income	\$7,096.03	\$7,400.00	-\$303.97	(4.1)%
GC Pennants and Tournament Income	\$11,719.02	\$11,550.00	\$169.02	1.5%
GB Pennant and Tournament Income	\$640.91	\$800.00	-\$159.09	(19.9)%
Total Pennant and Tournament Income	\$19,455.96	\$19,750.00	-\$294.04	(1.5)%
Club Affiliation, Player Registration & Insurance				
Club Affiliation Fees Income	\$1,980.00	\$2,040.00	-\$60.00	(2.9)%
Player Registration Income	\$59,332.95	\$50,300.00	\$9,032.95	18.0%
ACA Registration & P/L Insurance income	\$34,715.25	\$38,400.00	-\$3,684.75	(9.6)%
Total Club Affiliation, Player Registration & Insurance	\$96,028.20	\$90,740.00	\$5,288.20	5.8%
Equipment, Refereeing and Coaching Income				
AC Coaching Sales Income	\$163.64	\$0.00	\$163.64	NA
AC Refereeing Sales Income	\$9.10	\$0.00	\$9.10	NA
GC Refereeing Sales Income	\$31.81	\$0.00	\$31.81	NA
Total Equipment, Refereeing and Coaching Income	\$204.55	\$0.00	\$204.55	NA
CSA Activities				
Club House & Lawn Hire Income	\$260.61	\$4,500.00	-\$4,239.39	(94.2)%
Bar, Food and Drink Income	\$2,968.98	\$1,600.00	\$1,368.98	85.6%
Total CSA Activities	\$3,229.59	\$6,100.00	-\$2,870.41	(47.1)%
Grants, Sponsorship & Fundraising Income				
Grants Income	\$20,500.00	\$20,500.00	\$0.00	0.0%
Total Grants, Sponsorship & Fundraising Income	\$20,500.00	\$20,500.00	\$0.00	0.0%
State Team Income				
GC State Team Income	\$1,121.22	\$0.00	\$1,121.22	NA
Total State Team Income	\$1,121.22	\$0.00	\$1,121.22	NA
Total Income	\$140,539.52	\$137,090.00	\$3,449.52	2.5%
Cost Of Sales				
Pennant and Tournament COS				
AC Pennant and Tournament COS	\$1,474.45	\$1,450.00	\$24.45	1.7%
GC Pennant and Tournament COS	\$1,174.54	\$1,250.00	-\$75.46	(6.0)%
GB Pennant and Tournament COS	\$137.59	\$600.00	-\$462.41	(77.1)%
Total Pennant and Tournament COS	\$2,786.58	\$3,300.00	-\$513.42	(15.6)%
Club Affiliation, Player Registration & Insurance				
Player Registration COS	\$290.00	\$300.00	-\$10.00	(3.3)%
Total Club Affiliation, Player Registration & Insurance	\$290.00	\$300.00	-\$10.00	(3.3)%
Equipment Refereeing & Coaching COS				
AC Coaching Cost of Sales	\$0.00	\$1,750.00	-\$1,750.00	(100.0)%
AC Refereeing Cost of Sales	\$0.00	\$150.00	-\$150.00	(100.0)%
GC Coaching Cost of Sales	\$345.45	\$1,200.00	-\$854.55	(71.2)%
GC Refereeing Cost of Sales	\$0.00	\$1,100.00	-\$1,100.00	(100.0)%
Ricochet Coaching Cost of Sales	\$31.82	\$0.00	\$31.82	NA
Equipment Purchases COS	\$130.55	\$1,500.00	-\$1,369.45	(91.3)%
Total Equipment Refereeing & Coaching COS	\$507.82	\$5,700.00	-\$5,192.18	(91.1)%
CSA Activities COS				
Bar Expenses COS	\$809.34	\$900.00	-\$90.66	(10.1)%
Food and Drink Expenses COS	\$218.92	\$1,500.00	-\$1,281.08	(85.4)%
Total CSA Activities COS	\$1,028.26	\$2,400.00	-\$1,371.74	(57.2)%
State Team COS				

Profit & Loss [Budget Analysis]

July 2023 To February 2024

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	Selected Period	Budgeted	\$ Difference	% Difference
State Team AC	\$2,459.08	\$9,300.00	-\$6,840.92	(73.6)%
State Team GC	\$20,288.61	\$10,400.00	\$9,888.61	95.1%
Total State Team COS	\$22,747.69	\$19,700.00	\$3,047.69	15.5%
Sports Development COS				
Sports Development Mallet Sports COS	\$0.00	\$500.00	-\$500.00	(100.0)%
Sports Development Marketing & Advertising COS	\$0.00	\$1,200.00	-\$1,200.00	(100.0)%
Sports Development Volunteer Support COS	\$952.73	\$1,500.00	-\$547.27	(36.5)%
Total Sports Development COS	\$952.73	\$3,200.00	-\$2,247.27	(70.2)%
Lawn and Surrounds COS				
Lawn Care Contract COS	\$16,936.34	\$17,333.33	-\$396.99	(2.3)%
Lawn Care Non Contract COS	\$1,950.00	\$1,000.00	\$950.00	95.0%
Lawn Marking Commodities	\$50.00	\$0.00	\$50.00	NA
Lawn Surrounds and Hedge Care	\$1,500.00	\$2,000.00	-\$500.00	(25.0)%
Lawn Irrigation Repairs	\$640.00	\$1,000.00	-\$360.00	(36.0)%
Lawn Water COS	\$1,074.95	\$2,200.00	-\$1,125.05	(51.1)%
Lawn Licence COS	\$0.00	\$850.00	-\$850.00	(100.0)%
Lawn Equipment Shed Lease Fee COS	\$0.00	\$400.00	-\$400.00	(100.0)%
Total Lawn and Surrounds COS	\$22,151.29	\$24,783.33	-\$2,632.04	(10.6)%
Total Cost Of Sales	\$50,464.37	\$59,383.33	-\$8,918.96	(15.0)%
Gross Profit	\$90,075.15	\$77,706.67	\$12,368.48	15.9%
Expenses				
Accounting				
MYOB Fees	\$1,092.40	\$1,000.00	\$92.40	9.2%
Auditing Costs	\$380.00	\$400.00	-\$20.00	(5.0)%
Total Accounting	\$1,472.40	\$1,400.00	\$72.40	5.2%
Club House Expenses				
Cleaning Expenses	\$1,324.00	\$1,666.66	-\$342.66	(20.6)%
Electricity Expenses	\$463.25	\$1,875.00	-\$1,411.75	(75.3)%
Club House Water Expenses	\$804.40	\$900.00	-\$95.60	(10.6)%
Lease Expenses	\$954.00	\$2,600.00	-\$1,646.00	(63.3)%
Kitchen & Other Consumables	\$549.88	\$600.00	-\$50.12	(8.4)%
Office Equipment	\$920.00	\$500.00	\$420.00	84.0%
Stationery	\$45.26	\$50.00	-\$4.74	(9.5)%
Printing	\$0.00	\$250.00	-\$250.00	(100.0)%
Postage	\$394.81	\$0.00	\$394.81	NA
Clubhouse Furniture & Fittings	\$0.00	\$1,000.00	-\$1,000.00	(100.0)%
Sundry Clubhouse Expenses	\$181.82	\$500.00	-\$318.18	(63.6)%
Sundry Office Expenses	\$207.10	\$0.00	\$207.10	NA
Presentation Day Expenses	\$0.00	\$700.00	-\$700.00	(100.0)%
Total Club House Expenses	\$5,844.52	\$10,641.66	-\$4,797.14	(45.1)%
Communications & IT				
Internet and Phone	\$816.01	\$866.68	-\$50.67	(5.8)%
Website	\$814.60	\$850.00	-\$35.40	(4.2)%
Computer Expenses	\$0.00	\$130.00	-\$130.00	(100.0)%
IT Consultants	\$136.36	\$0.00	\$136.36	NA
Association memberships	\$330.00	\$0.00	\$330.00	NA
Total Communications & IT	\$2,096.97	\$1,846.68	\$250.29	13.6%
General Repairs & Maintenance	\$1,686.24	\$1,900.00	-\$213.76	(11.3)%
Payroll Expenses				
Wages & Salaries Expenses	\$12,808.28	\$15,900.00	-\$3,091.72	(19.4)%

Profit & Loss [Budget Analysis]

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	Selected Period	Budgeted	\$ Difference	% Difference
Return to Work Premiums	\$205.00	\$250.00	-\$45.00	(18.0)%
Other Payroll Expenses	\$1,408.89	\$1,333.32	\$75.57	5.7%
Total Payroll Expenses	\$14,422.17	\$17,483.32	-\$3,061.15	(17.5)%
Insurance Expenses				
Business Insurance	\$1,046.53	\$600.00	\$446.53	74.4%
Hutt Rd Insurance	\$0.00	\$2,000.00	-\$2,000.00	(100.0)%
Total Insurance Expenses	\$1,046.53	\$2,600.00	-\$1,553.47	(59.7)%
Total Expenses	\$26,568.83	\$35,871.66	-\$9,302.83	(25.9)%
Operating Profit	\$63,506.32	\$41,835.01	\$21,671.31	51.8%
Other Income				
Interest Income				
BSA Accounts Interest	\$1,544.00	\$833.36	\$710.64	85.3%
PCCU Accounts Interest	\$0.09	\$0.00	\$0.09	NA
Total Interest Income	\$1,544.09	\$833.36	\$710.73	85.3%
Other Income	\$90.91	\$0.00	\$90.91	NA
Overpayments	\$15.00	\$0.00	\$15.00	NA
Appeal Fees	-\$181.82	\$0.00	-\$181.82	NA
Total Other Income	\$1,468.18	\$833.36	\$634.82	76.2%
Other Expenses				
Other Bank Expenses				
PCCU Accounts Expenses	\$22.23	\$0.00	\$22.23	NA
Total Other Bank Expenses	\$22.23	\$0.00	\$22.23	NA
Total Other Expenses	\$22.23	\$0.00	\$22.23	NA
Net Profit/(Loss)	\$64,952.27	\$42,668.37	\$22,283.90	52.2%

President's Report – March 2024

1. Participated in state Presidents' zoom meeting 29 February. A Separate report will be circulated.
2. No update from CoA re drainage or fourth lawn. I will be pursuing drainage in the next week with the aim of getting it fixed before winter. I have advised CoA that this is not a maintenance cost and they should be paying to address the structural flaw.
3. Ansi is securing a second quote for replacing the lawn verge.
4. Ansi has recommended a Norwood member who is willing to be SACA's grants officer. No name yet. Given our significant costs coming up for (re)development and repairs at Hutt Rd, this is timely. CoA has sent out a list of possible grants and one may be relevant for our needs.

Graeme Thomas

2 March 2024