



Minutes for South Australian Croquet Association

Board Meeting Held on 29th of October 1pm at Hutt Rd.

1. Welcome

2. Present

Kevin Le Poidevin, Paul Ensor, Sally Harper, Kim Millhouse, Tracey Sincock, Jim Carter, Shirley Howlett.

3. Apologies.

Shirlene McBride.

4. Approval of Previous Minutes.

Paul moved that the minutes from the previous board meeting held on the 17th of September be accepted. Seconded by Sally. Passed.

5. Health and Safety

No health and safety issues have been brought to the attention of the board.

6. Business arising

- Feasibility study/4th Lawn Progress

Tracey to confirm the cost of maintaining and operating a singular court. Mark Band needs this information to continue with his analysis and reporting on the feasibility of the fourth lawn.

Kevin notes that CBA lawns are likely to be outside of the allocated budget, and CBA may be offered the opportunity to renew the lease. Kevin notes that the possibility of using Zone 2 as a fourth court, as outlined in the lease agreement, should be investigated further.

- Green keeper Hutt Rd

Kevin is meeting with David Watchman on the 31st of October to discuss the terms of his contract and cost. Other potential contractors are also being investigated by Kevin and Ansi. Kevin, Ansi, and Tracey to review the costings of potential greenkeepers, circulate quotes to board members, and then approval from the board will be sought via email.



- **Drainage work**

The drainage work is due to be acquitted. Photographs are needed to finalise this process.

- **Adelaide City Council Routine Inspection Findings**

The routine inspection findings are as follows;

- Splitting fascia board to be repaired.
- Cleaning of gutters.
- Repainting of equipment shed and gutters.
- Electrical equipment test and tagging to be updated.
- Evacuation plan to be updated.
- Exit door to parkland needs fixing.
- Leaking tap women's bathroom.
- Mortar cracks in the walls.

Kevin notes that the council will be paying half of the cost for painting and cleaning of the gutters. On the 30th of October a contractor is coming to assess the building for maintenance and repairs. Kim Millhouse suggested that Robert Brown may be able to complete the test and tagging at Hutt Rd. Jess to follow up.

- **Banking access**

Bendigo Bank paperwork has been completed. Jess to obtain the paperwork from BankSA and provide it to Tracey for lodgement.

- **Club survey + Facebook**

Sally has created a club survey to gather information from clubs on how the South Australian Croquet Association can better support them, as well as to identify each club's current short-term and long-term goals. This survey has received a 50% response rate, and Sally will now be looking into analysing the results and developing an action plan to address key areas of improvement identified by clubs. Sally and Jess to implement the use of Facebook as a forum to replace the misuse of google groups.

- **Sponsorship wall**

The sponsorship wall has been installed at Hutt Rd. Suggestions from the Board have been made regarding the aesthetics of the wall, and Jess will review and action these suggestions.

- **Branding of South Australian Croquet Association**

Sally has been in contact with Adelaide City Council. Customer service did not provide any resources regarding branding, Kevin suggested for Sally to speak with Jamie Stefanato. Sally to speak with Jamie Stefanato.



- **IT committee**

The IT committee has not yet been established, the board is working on acquiring people who have the necessary skills and interest to be a part of the committee, to be discussed at the next board meeting. Jess to investigate the cost of a Microsoft Office Subscription for an organisation which will support the work of volunteers at the South Australian Croquet Association.

7. Reports

President's Report

The President's Report was tabled.

The smell of sewage occasionally present at Hutt Rd will be followed up with Adelaide City Council.

The two most recent SA water bills need to be forwarded to Adelaide City Council for reimbursement, Jess to follow up.

The organisation of the car park is an ongoing issue, Kevin to investigate alternate solutions with council (non-permanent structures) that will maximise the space better.

The top dressing of the lawns is within the budget; there is \$1500 aside per lawn.

Jess to liaise with Eileen regarding the planning and lead up to presentation day, and to gather information for succession planning.

Paul moves that the presidents report be accepted. Seconded by Shirley. Passed.

Treasurers Report.

The Treasurers Report was tabled. The Treasurer moved that the report be accepted. Sally seconded. Passed.

GC Coordinator Report.

A verbal report was provided from Kim Millhouse. The Board have agreed that they would value Ansi (GC Coordinator) attending subsequent board meetings and presenting his report personally. The verbal report mentioned the scheduling of events for next year, the modification to the selection policy, and the hot weather policy.



AC Director Report.

The AC director report was tabled.

Sports Development Report.

The Sports Development Report was tabled. Sally is working closely with clubs that are active participants of the Sports Development Committee.

Facilities Report.

8. General Business

- Country membership policy review.

The country membership policy was discussed.

- Casual country player engagement.

The board is in unanimous agreement that opportunities for participation and engagement within the South Australian Croquet Club must be increased for country clubs, in order to prevent further disaffiliation from the Association. A special meeting will be held to address this issue, with the date to be confirmed. Country clubs will be invited with the option of virtual attendance, to provide feedback and voice concerns, thereby enhancing communication with the South Australian Croquet Association. The board agrees that events such as country carnival need to be reinstated, and such events may need to be located in closer proximity to country clubs, as opposed to Adelaide to provide greater accessibility for members. Country player engagement will now be a permanent item on the agenda.

- State team selection policy modification.

The state team selection policy has been modified to include Open 19 hoop tournament. This increases the opportunity for members to qualify for the state team. Kim Millhouse moves that the modification to the state team selection policy be accepted. Seconded by Paul. Passed. Peter M to amend the selection policy on website.

- Presentation day.

The date for presentation day will be the 13th of December.



- **Hot weather policy modification.**

A draft hot weather policy has been circulated amongst the board. The policy is still in progress and will continue to be revised ahead of the next board meeting.

9. Communications in/out

- **Withdrawal of Port Lincoln CC.**

The board acknowledges the withdrawal of Port Lincoln CC from the South Australian Croquet Association.

- **Withdrawal of Bordertown CC.**

The board acknowledges the withdrawal of Bordertown CC from the South Australian Croquet Association.

- **Victor Harbor CC Motion.**

Kevin has contacted the VHCC Secretary regarding this motion. The South Australian Croquet Association has determined that there is no significant risk of data breaches likely to cause substantial harm to members beyond the average level of risk.

- **Millicent Croquet Club (Calendar Year).**

The Treasurer is to set the registration fees for the following year prior to the 1st of October of the current year, allowing clubs that do not operate on a calendar year to budget and incorporate for their playing season. Kevin to speak with Millicent Croquet Club.

- **Request from Frank Markus VHCC regarding SA Masters Games**

Shirley to follow up on Franks request.

10. Any Other Business

11. Meeting closed.

The next board meeting will be held on Wednesday the 3rd of December at 1pm.



Sports Development Report October 2025

While I was away a meeting was held with 6 city clubs chaired by Kay Cavey, Woodville CC.

Issues raised where:

1. Start planning a social croquet event for early next year and World croquet day
2. CSA to develop promotional material for clubs to use
3. Clarify branding for CSA
4. Develop a programme with printed material for clubs when running come & Try sessions
5. CSA to approach local councils/Instigate radio advertising to promote the sport.
6. Set up a buddy system where the bigger clubs offer their members to help the smaller clubs in running events.

I requested the development of a marketing plan from [Kelly Hody](#) see attached for approval by the board.

I'm progressing with developing a spring/early summer promotion using Senior's card.

I continue with my search for sponsors. Robert Brown and Manoli Flouris are still interested., I think, as equipment makers. I will approach Metro locks and have been approached by Bare funeral directors as well.

Sally Harper

Sept 25



AC Director Report October 2025

The Selectors event for men is being held this weekend at Norwood. The Women's event has been cancelled. Instead a coaching day for women will be held in Crystal Brook on Sunday 21st Sept. Simon Hockey will conduct the coaching.

Another development squad training was held on Sunday 7th September.

James Temlett has confirmed the dates for referee updating and umpiring accreditation. It will be held at SACA on Thursday 9th October and Friday 10th October.

State squad training was held at North Adelaide on Sunday 30th.

Shirley Howlett



President's Report October 2025

The Admin. Smarty Grant from Sports Recreation and Racing is secured for this year.

The drainage is complete, we just need the invoice to acquit.

Ansi has volunteered to be the Public Officer. We need to state that in the Minutes, provide a copy in completing the forms as part of the process.

Banking signatories: We needed stated in the minutes who is off as signatories and who in in. A copy is required be Bank SA.

After Mark Band's update of progress regarding the 4th court, we can provide an update to members.

We need to supply Sport and Rec. With a copy of the AGM showing current members in satisfying requirement of 40 percent female membership.

Adelaide City Council will inspect our facilities on September 16 at 11am to make sure we are fulfilling all requirements as tenants.



Treasurer's Report October 2025

Bank Account Balances as at 30th September 2025:

Trading Account	-	\$40,576.78
Savings Account	-	\$88,288.98
Term Deposit (4 th Lawn)	-	\$60,000.00

Invoicing for the "5th" quarter has been completed (but in October, so not reflected in the accounts as yet), but I still have some bugs to iron out with some clubs, so the money is starting to come in.

We have paid out most of the monies from the Grant we received for the drainage issues, we may need to pay back the rest (around \$1000 or so).

We have also received an invoice for ACA Fees from 2024 which shows in the P&L, but I haven't paid this yet because I need to argue with them about the number of members they have charged for. I sent an email with 975 members and they have charged us for 1000 adults and 5 juniors. The differences were mainly due to the West Lakes withdrawals of memberships. Unfortunately, I can't find the email I sent to Sue Gliddon, who has now left the position.

Tracey