

CROQUET ASSOCIATION QUEENSLAND INC.
MINUTES
MANAGEMENT COMMITTEE MEETING
Tuesday, 25th January 2022 at 10.30am
Sports House
Car Park code: 3019

1. **1.1. Attendance:**
Pat Habner (President), David Housden (Treasurer), Dianne Leahy,
John van Barneveld, Sarah Widin, Beryl Turner,
Willy Silk (Secretary),
Apologies: Nil
Zoom:
Jacek Czarski, Joan Mathiesen, Paul Reynolds
Observer: George Oliver (Coaching Co-ordinator)
Presenter: Dick Byres (representative from Sunshine Coast)
-
2. **Opening: Meeting opened at 10.35am**
The Management Committee members asked to declare any conflict of interest with any items for discussion. Sarah Widin and Pat Habner are from the Sunshine Coast and will be asked to leave meeting when MC vote on accepting application.
[Presentation from Sunshine Coast – application to host 2024 Golf Nationals. Summary attached. Sarah Widin, Pat Habner and Dick Byres left the meeting. Application accepted by Management Committee.](#)
-
3. **Vale:** Roy Donley (Toombul), Jenny Hansen (CCMSC), John Redman (Toowoomba), Barry Nichols (Wynnum)
-

4. **Receipt of the Management Committee Minutes 30th November 2021**
- * **Amendments**
“CAQ Positions for 2022” – Coaching Co-ordinator, George Oliver, still considering to accept the position
 - * **Confirmation**
 - * **Business arising:**
Revision of approved Weather Guidelines and Interacting with Children by David Housden. **David Housden to resend to Office – add to Website (Web version control)**
Action Treasurer

Actions by Secretary

1. Edition 2 of CAQ Croquet News sent out
2. Reminder applications for hosting 2024 Golf Nationals
– closing date 31st December
3. Answers to request from Gateball sub-committee sent to Warren Dowse
4. Sent approval of Eights to sixes (3rd to 6th) to Geraldine Trivett
5. Sent approval of State Team uniform to Dave Luxmoore
6. Notified all successful appointees and letter of thanks to Past officers

7. Notified MC members, all co-ordinators, and Duty Officers of Induction and Christmas morning tea.
8. Information re U18 players sent to Twin Rivers
9. Covid notices sent to all clubs
10. 2022 Public Liability Certificates sent to all clubs
11. AIF Progress report completed and sent
12. Information sent to Association State team captain re paperwork to be completed
13. Tenancy Agreement signed
14. Answered all queries from clubs.
15. Sent notice to Regions re Teams for 2022 Centenary Pennants
To be resent with more details added. Action Secretary
16. Notice re AGM sent to clubs. **Agenda to be sent to clubs. Action Secretary**

Resolution: that the minutes of the November 30th meeting are a true and accurate record of the meeting and are endorsed. Carried

Flying minutes

Endorsement of changes to Association State Team. Approved. **Carried**

**5. Correspondence: See attached list
Business from the Correspondence:**

- * **Referee training. President to call secretary of Darling Downs region
Action President**
- * **David Housden withdrew nomination for Treasurer**

Correspondence endorsed

6. Reports:

1. Annual reports from Association and Association referee past co-ordinator
2. Complaints Officer Annual report
3. BNR November Minutes
4. DD AGM and General Regional meeting minutes
5. Annual report from Events Co-ordinator
6. Notes from National referees meeting held 3/12
7. GCTR Tri-monthly meeting minutes (January)

Newsletters:

1. Bribie Island Newsletter
2. Issue 6 Croquet News from Southport
3. CAQ Edition 2 Croquet News
4. Australian Croquet Magazine

Registration Report: Received December/January report

MSX:

Governance:

Co-ordinator Position descriptions

7.1 President

Quite break, dealt with ACA matters.

Pat Habner will contact Carolyn Ribone to organise invitees for Lord Mayor's

Afternoon tea for 2022 Centenary celebrations

Action President

Prepared a Covid update for clubs

7.2 Secretary

Working on 2022 Handbook, and AGM booklet

Working with clubs to update Capitation lists

Preparing the next Croquet News – February 2022

Preparing for 2022 Centenary regional Pennants

7.3 Treasurer

1. October Financial statements
2. October report

10. General Business:

1. ACA Board election – Member for Queensland

A motion for consideration at the ACA's Annual General Meeting prepared by Pat Habner was accepted and will be sent to ACA.

Action President

2. Update news from Academy - Member Database

Special meeting on 3rd February to be held for Greg Bury to present Database to ACA Board, followed by review of Board comments.

States to nominate persons to have access to Database for further comments and review. Tasmania will be the test state.

Pat Habner, David Housden and Willy Silk nominated for Queensland members for access to Database. Names to be forwarded to Greg Bury

Action Secretary

3. Visit to Regions – include Marilyn Nelson for Game Plan

Marilyn to visit at separate times

Suggestion from Events co-ordinator that Darling Downs region would welcome referee training. Also, CAQ Golf referees might like to offer to help at DD March events. Darling Downs regions will be the next region for a CAQ workshop.

Copy of draft program for Wide Bay workshops. 3MC members will be present.

This is a trial "visit with purpose" and may be repeated to support other Regions. Thank you to Wide Bay Burnett for providing this opportunity.

David Housden to hold Database session.

Willy Silk to hold Events Management Course

Wide Bay region to be contacted

Action Secretary

4. **Recommendations from Complaints Officer**
Code of Conduct to be Hot Topic in Edition 3 of the CAQ Croquet News

5. **Management Committee Operations Chart**
A draft of the new CAQ Operations Chart was approved.
In the first instance the President will hold a remote meeting with Code Co-ordinators to discuss and raise any potential issues.
The Chart will be amended to include Regional Co-ordinators. **Action President**
Moved that the Chart be accepted. **Carried.**
To be included in the 2022 Handbook **Secretary**

6. **Email from Murray Tinker re gifting and donations**
David Housden to follow up **Action Treasurer**

7. **CAQ Croquet News**
Topics suggested and Edition 3 to be prepared **Action Secretary**

8. **List of expenses that can be claimed by clubs, referees, coaches**
Assistant Treasurer – John Turner – to be asked to prepare a list.
Action Secretary

9. **Entry fees for Gateball Doubles and Triples**
Entry fee for Gateball doubles to be \$50 per pair.
Gateball co-ordinator and Events co-ordinator to be notified.
Action Secretary

11. **Meeting closed: 2.20pm**

12. **Next Meeting:**
AGM 22nd February 2022
Forum
MC Meeting to follow