

**CROQUET ASSOCIATION QUEENSLAND INC.**

**MINUTES**

**MANAGEMENT COMMITTEE MEETING**

**Tuesday, 24<sup>th</sup> May 2022 at 10.30am**

**Sports House**

**Car Park code: 3019**

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**1. 1.1. Attendance:**

Pat Habner (President), Dianne Leahy, John van Barneveld, Joan Mathiesen, Sarah Widin, Willy Silk (Secretary)

**Apologies:**

**Zoom:**

Jacek Czarski, David Housden (Vice President), John Turner (Treasurer), Beryl Turner, Paul Reynolds

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**2. Opening:**

**The President opened the meeting at 10.35am and invited ACA Academy Manager, Greg Bury to present an update on matters relating to the Academy.**

**The presentation was highly informative and well received by the MC.**

**The President thanked Greg and he left the meeting at 11.20am.**

**A summary of the presentation is attached.**



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**The Management Committee members were asked to declare any conflict of interest with any items for discussion. There were no conflicts.**

**MC Members who have not yet filled out the Conflict-of-Interest document, were reminded to do so.**

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**3. Vale: Ian Every – Twin Rivers**

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The Management Committee asked how Cynthia Tacey was going and were informed about David Bartholomeusz. We wish them all the best.

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**4. Receipt of the Management Committee Minutes 26<sup>th</sup> April 2022**

**\* There was one amendment:**

**7.2.2 should read Merthyr not Mcllwraith**

**\* The Minutes were confirmed**

**\* Business arising:**

**1. Re General Business No 8.2 – further discussion this meeting**

**MSX – Carolyn Ribone still interested – further discussion**

**Di Leahy has been in contact with Carolyn Ribone and has advised the MC that**

**Carolyn is still interested in continuing the MSX once she is well enough to do so.**

**Secretary will advise the clubs that the MSX is on hold. Action WS**

2. Gifting and donations – **The Vice President will be visiting the Sunshine Coast and will contact Murray Tinker** **Action DH**
3. Further update to CAQ Tournament regulations – No updates have been received – will holdover until they are received

\* **Actions completed by Secretary:**

- i) set up Secretary to receive applications to be a coach
- ii) Sent thank you Marilyn. Notified clubs Marilyn's availability to present Gameplan to club interested
- iii) Notified clubs of \$100 per day payment for lawns for CAQ squads and teams
- iv) Sent congratulations to Sue Green (Golf) and Jenny Lee (Ricochet) on their appointment as examining referees
- v) Sent information re Public Liability issues to clubs – **David is following up**  
**Action DH**

\* **Actions completed by President:**

- i) Interim MSX editor - actioned
- ii) Facebook – President actioned
- iii) Notice to clubs re awareness of Health & safety around clubs – **the President will action this month** **Action PH**
- iv) Explanation to club re QHRC Vicarious Liability – **the president will action this month** **Action PH**
- v) Reply to BSR re question of Conflict of Interest - actioned
- vi) Send to MC copy of explanation of selecting state teams – **the president will action this month** **Action PH**

\* **Actions by MC members:**

- i) John Turner to link Facebook to Revsport – actioned
- ii) Report from David Housden and Willy Silk re visit to WBB – The visit was very successful and well received. All the clubs in the region were represented and had an opportunity to get to know each other. The WBB region sent a thank you letter.
- iii) SCR delegate to reply to Nambour re cost of use of lawns – actioned
- iv) John and Beryl Turner to revamp CAQ pamphlets – on going – they will be looking at a pamphlet to fit all codes
- v) BSR delegate to draft letter re promotion of Come & Try Days – actioned  
**The President will check letter and sign. The Secretary will then send it to ACA**  
**Action PH/WS**

**Resolution: that the minutes of the 26<sup>th</sup> of April MC meeting are a true and accurate record of the meeting and are endorsed.**

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5. **Correspondence:**

Correspondence is listed:

Items from the Correspondence:

1. Re the new Golf rules, Liz Fleming is trialling a PowerPoint presentation at Wynnum. ACA recommends that courses on the changes are not warranted as the changes are only minor. Players can find the new rule updates on Utube and the ACA and WCF websites. A summary of the differences between the 5<sup>th</sup> and 6<sup>th</sup> edition can also be found on the websites.
2. The Essential Skill Course that replaces the General Principles course is only compulsory for referees. Players wanting to be coaches are no longer required to do the course.



Correspondence for  
May 2022.docx

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### Correspondence endorsed

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#### 6. Reports:

1. TM & TR reports for CAQ Golf Women's
2. TM & TR reports for 1<sup>st</sup> Eights
3. TM & TR reports for 2<sup>nd</sup> Eights
4. CAQ Selection sub-committee's May report – the Selection sub-committee were commended on their work. It was suggested that the selectors might like a shirt to identify themselves. The Secretary will talk to the Chair.
5. Events Co-ordinator's report – The report was very concise and well presented. Geraldine Trivett is to be congratulated.

#### Minutes:

1. BNR April meeting minutes
2. SCR May meeting minutes and reports
3. WBB May meeting minutes
4. DD April meeting minutes
5. ACA May Minutes

#### Newsletters:

1. ACA Croquet online magazine
2. Bribie Island May Magazine

#### Registration Report:

Received – it is hoped that clubs will start using revsport and updating their club's details and registrations

**MSX:** This was discussed earlier. The Magazine is on hold.

#### Governance:

The Governance met on Monday 23<sup>rd</sup> May and a report has been received. The CAQ By-laws have been completed and will be reviewed by John van Barneveld and the reviewed version can be found on Revsport shortly.

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## 7.1 President

The President has attended by zoom 2 ACA meetings, 1 Finance meeting and 1 marketing meeting. All have been interesting.  
The President has sent a support letter for Windsor to RACQ re application for a grant.

## 7.2 Vice President

The Vice President's report on the Software updates has been received.  
An email was received from Design Bordello, and it was agreed that a get together be organised to smooth over the transition to revsport.  
**Secretary will organise. Action DH/WS**

## 7.2 Secretary

1. Sent email to clubs re fees for hosting squads and state team
2. Sent notice to clubs re Essential Skills course
3. Sent notice to clubs re change of date for CAQ Golf 1<sup>st</sup> & 2<sup>nd</sup> eights  
And received response from Mary McMahon
4. Sent out Conflict of Interest document to MC Members
5. Contacted Regional Insurance re PL questions
6. Request for Tournament Management training for BNR and BSR
7. Thank you, letter, sent to Lord Mayor and BCC event manager
8. Sent to clubs all applicable notices and information
9. Replied to all queries
10. Replied to WBB region for welcoming David and myself

## 7.3 Treasurer

Report and financial statements are attached



CAQ Balance Sheet  
April 2022.pdf



CAQ P & L April  
2022.pdf



CAQ Treasurer  
Report Summary Apri

**Treasurer asked that his report and financial statements be accepted.  
Seconded by Di Leahy Carried**

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## 8. General Business

1. **TM report from Stephens for AC 1<sup>st</sup> Eights and Incident report**  
The MC acknowledges receipt of the Incident report. **The president will action. Action PH**
2. **COME & TRY re-imbursement \$100 once a year or every time?**  
It has been confirmed that clubs can claim for 2 "Come & Try" days per year.  
ACA is looking at funding an incentive for clubs gaining new members. Information will be forwarded to clubs when CAQ receive more details.

**3. Proposal from BSR – Lawn surfaces**

John Turner has had no success with the companies contacted. He will look at contacting other companies.

What is needed is a Generic 2-year Calendar of times for certain lawn works to be completed, and that can be tailored to individual clubs. This information is a priority for clubs in the Sunshine Coast region that will be hosting the Nationals in 2024, and clubs that host CAQ events regularly. It was noted that any work with poisons and fertilizers must be done by a certified person in that field. This is a health and safety matter.

The email from Mr Ross Preston was tabled. **An email will be sent to him advising that the matter is still being discussed.** **Action WS**

**4. Public Liability Insurance questions**

There appears to be a lot of confusion on what is covered/not covered by the CAQ Public Liability Insurance. This is an ACA National Policy, and **the Vice President is looking into clarification of the policy in relation to clubs.**

**Copies of the Policies will be sent to clubs** **Action WS/DH**  
**Further information and clarification will be sent to clubs when it is available. If clubs have queries, they need to contact Regional Insurance Brokers.**

**5. Current Covid information for clubs, Tournaments, state teams**

There is no National advice on Covid restrictions for croquet. It is the responsibility of each state. Queensland croquet will be following the guidelines set by the Queensland Government. **These will be attached to the minutes.** **Action WS**

For those players wishing to play in South Australia for the Golf Nationals and Interstate Shield, covid restrictions have been received and SA are insisting that States abide by their decision. A copy of the restrictions is available by contacting the secretary.

**6. Could clubs receive draft Calendar asap so they can see dates available**

When the draft is available it will be sent to all clubs.

**7. QSport Event Planning Calendar**

The MC recommends that CAQ participate in this Event Planning Calendar.

**The Secretary will address this.** **Action WS**

**8. Pan Pacific Masters Games**

ACA has advised that they are not interested. CAQ have recommended that if anyone is interested in Croquet gaining entry in the Pan Pacific Master Games, they would be welcome to contact the relevant committee. **Di Leahy will contact Mike**

**Mabbutt and Greg Bury from Windsor** **Action DL**

**9. Publicity ideas from John Tusler - Headland/Buderim**

**The Vice President and Treasurer will investigate further.** **Action DH/JT**

**10. Proposal from BSR “Come and Try” campaign**

The President will peruse the letter, and sign, and the Secretary will send the letter to ACA on a Letterhead. **Action PH/WS**

**11. Coaches conference 2022**

The MC has decided that there will be no Coaches Conference for 2022. However, it has been proposed that an information/training day for Tournament management training, and on court refereeing rules and situations. This will be held on a date to be decided. More information will be sent when available. **Action PH/WS**

**12. Centenary Pennants 2022**

The dates for the finals of the CAQ Centenary Inter-regional Pennants have been organised and conditions of play and draw sent to relevant clubs. The date for the Ricochet is still to be finalised. Badges and plaques have been organised.

**13. New Microphone**

The President will purchase a new microphone. **Action PH**

**11. Meeting closed:**

The Meeting closed at 2.40pm.

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**12. Next Meeting:**

It has been decided that the next meeting will be a zoom meeting.  
**28<sup>th</sup> June at 10.30 am**