

CROQUET ASSOCIATION QUEENSLAND INC.

MINUTES

MANAGEMENT COMMITTEE MEETING

Tuesday 25th October 2022

Sports House

Car Park code: 3019

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- 1. 1.1. Attendance by Zoom**
Pat Habner (President), Sarah Widin (Vice President), John Turner (Treasurer),
John van Barneveld, Paul Reynolds, Beryl Turner, Marilyn Nelson, Joan Mathiesen,
Willy Silk (Secretary)
Apologies: Jacek Czarski

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- 2. The MC meeting opened at 9am.**

There were no conflicts of interest declared

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- 3. Vale: No vales received**

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- 4. Receipt of the Management Committee Minutes 27th September 2022**

* **Amendments:** There were no amendments

* **Confirmation:** Minutes were confirmed.

Resolution: that the minutes of the 27th of September meeting are a true and accurate record of the meeting and are endorsed. Carried

VOC Ratification of Queensland Association state team – approved and endorsed

- 5. Correspondence**
See sent list

Correspondence endorsed

Special item – CAQ Strategic Plan 2022 - 2025

The draft plan was reviewed page by page and amendments/changes were made.
The President will update the plan and send the amended plan to the Secretary who will forward it to the MC members for further perusal and approval.
Gateball has sent their Strategic plan for 2022 – 2025 and it was well received. However, there is no commitment to the costings outlined for now. The Golf, Association and Ricochet co-ordinators will be asked to present a similar plan for their code.
Once received, a budget Plan will be formulated.

6. Reports:

- * Active Qld Eye Project report – Pat will contact Dick Byres to discuss the value to CAQ if we participate.
- * Association Coaching/referee co-ordinators report
- * TR report for A/C Bronze medal and TM report for A/C Bronze medal - There were some difficulties with untimed games format. It was suggested that venues with lights should be used for untimed CAQ events.
Notice to be sent to Events co-ordinator requesting that venues with lights be appointed host for untimed events.
- * Progress report by 2024 Hosting committee. Request was made for CAQ to Sponsor promotion bios for welcome packs.
Dick Byres has advised me that this is no longer needed as the committee have received another sponsor.
- * Qld Gateball co-ordinator report
- * TM & TR reports for A/C Mixed doubles

Acknowledge all reports

Minutes:

- SCRCC October Minutes
- ACA September Minutes
- BNR AGM Minutes, reports, October committee minutes, copy of BNR Terms of Reference 2022

Newsletters:

Bribie Island October Newsletter
Issue 5 Newsletter (Blue booklet)

Registration Report: To be included in report for November 2022

Governance:

- i. More policies have been reviewed - Conduct of Meetings Policy, Schools/U21 Policy, Virtual Hall of Recognition Policy, and the By-laws. The MC members are requested to read and approve/not approve by the end of the week.
A VOC will be called for acceptance of policies.
- ii. The Position descriptions will be finalised next week, and the CAQ Cancellation of events Policy is almost finalised.
- iii. A list of all Policies with dates of next review has been requested.

- iv. The CAQ Selection Policy has been reviewed and the following changes have been recommended:
1. Nominations for the Selection sub-committee are open to all players, however any selector who is a candidate for selection is precluded from discussions or voting on themselves or other selections which are competing for the same place.
 2. The State Golf and Association teams will consist of five men and five women all playing at least one match. Reserves will be non-travelling reserves.

The reasons for the above changes are:

1. CAQ are having difficulty finding players prepared to be selectors.
2. All other States field a team of ten. The CAQ MC believe this to be an important way to provide experience to the fifth players.

The reviewed Policy will be sent to the MC members for perusal.

A VOC will be called for acceptance of the Selection Policy

7.1 President

The President's report items were incorporated into the discussion regarding the Strategic Plan and included information from ACA up-to-date information.

7.2 Secretary

- * Spent a day with Jaclyn Lewis, learning how to improve and update the CAQ computer files. May need another day.
- * Organised all necessary notices to be added to CAQ Webpage – Thanks John

7.3 Treasurer

Report and Financial statements. The Treasurer hopes that all club move to electronic banking in the future.

Treasurer thanked John van Barneveld for the Budget Guidelines report.

8. General Business

1. Purchase of Teardrop banners

Some Regions still must report numbers required. ACA may be rebranding their logo which may mean an update of state logos. It was suggested that CAQ wait to see when this will happen. Gateball would like to make some minor changes to their banners.

2. BSR – questions re complaint processes

The clarification of the CAQ's complaints managing procedures was discussed at length. There are four separate policies via the Sports Integrity Framework to which CAQ is obliged to adhere. These policies are complex, and the most complex part is deciding which category of the policy the complaint falls under. The MC resolved six months ago that we would adhere to the policies but not change our process. The first step in the process is the Complaints officer, as previously. As far as clubs and players relate to the Sports Integrity Framework the process has not changed. The BSR delegate will take the outcome of the discussions back to his region.

3. EOI for CAQ positions

Applications have been received for the following:
Treasurer, Secretary, Asst Secretary, Coaching co-ordinator,
Golf referee co-ordinator, Events co-ordinator, Gateball co-ordinator,
Gateball referee co-ordinator, Selection sub-committee secretary
Re sent notice – 20/10/22.

4. ACA Special Zoom meeting – Amendment to the ACA constitution

A Special Zoom meeting is scheduled for Wednesday 7th December at 4.30pm. Sarah Widin, acting Vice- President, has been appointed to attend this meeting. The motion is to amend 21.6.a – A Director may not serve more than three consecutive terms as a Director including where one of the terms is as an appointed Director, “except if a Director is appointed as chair of the organization or to a senior position with an International Federation whereby the Director may serve on the board for a maximum of four consecutive terms”.

5. Status of ACA Balls

Some clubs are wanting to apply for grants for croquet balls. A question was raised on the status of approval for the latest croquet balls from the Australian Croquet Company. The president will contact ACA for the latest information.

6. Assets register

An Assets register has been set up to record all CAQ equipment that may be loaned out – date loaned, date returned. Loans will be signed for by the person taking out. The four sets of croquet balls held in the office, and the Sound equipment will be added to the list. It was agreed that the croquet balls may be loaned to Eildon for the U21 competitions in January and returned immediately afterwards.

7. WBB – “Regional Biannual General meetings

Without prior knowledge of raised questions, the MC members were unable to give informed answers. MC will come back to this for WBB next month.

11. The Meeting closed at 1.15pm

**12. Next Meeting:
Tuesday 22nd November at 9am by Zoom**

