



Meeting Minutes

Date	Tue 25 Jul 2023 09:30
Type	Committee Meeting
Location	zoom meeting

Attendees

Habner, Patricia	Mathiesen, Joan	Nelson, Marilyn
Reynolds, Paul	Silk, Willy	Turner, Beryl
Turner, John	Widin, Sarah	van Barneveld, John

Apologies

Atkinson, Carole Christine	Czarski, Jacek
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Meeting items

Item #1. Vale (raised by Willy Silk)

Vale

Harry Palmer, Bundaberg - The Bundaberg Croquet Club has lost a wonderful and stalwart member and friend and the world has lost a true gentleman, a good sport and accomplished sportsman, a poet and a fighter to the end. Our sympathies go to his wife Wilma and daughter Melissa.

Bryan Shaw, Tweed Heads - Bryan was a member of the Tweed Heads Croquet club. He was a very dedicated treasurer. He had a great sense of humour, and his passion was croquet. Bryan will be sadly missed.

Item #2. Conflict of Interest (raised by Patricia Habner)

There were no conflicts of interest.

Item #3. Minutes of last meeting (raised by Willy Silk)

Amendments:

1. Change to Treasurer's motion
2. Omission of email from Gateball referee co-ordinator re approval of documents - **See General business**
3. Omission of U21's co-ordinator report

Resolution: that the Minutes of the June 27th meeting be accepted and approved.

Item #4. Business Arising (raised by Willy Silk)

Item #5. Actions arising report 2023 (raised by Willy Silk)

Associated files

1. Actions Rising Register - 7.pdf

Download: <https://cdn.revolutionise.com.au/meetings/u3ajitctyefx6ljx.pdf>

Item #6. CAQ Management Committee resolutions register 2023 (raised by Willy Silk)

Associated files

1. CAQ MANAGEMENT COMMITTEE RESOLUTIONS REGISTER 2023 No 7 .pdf

Download: <https://cdn.revolutionise.com.au/meetings/cjphesow81yxewdd.pdf>

Item #7. Correspondence (raised by Willy Silk)

1. No update on Dawson Balls
2. Letter re New grant success - Expression of thanks to be sent.
3. Grant Acquittal documents - completed
4. ACA request for Items for Magazine
5. Emails on Rebranding of Logo - descision to be made by ACA Board at the next meeting.
6. Information on National Coaching co-ordinator and LMS
7. Thank you email from Greg Bury.
8. ACA Volunteer badges have arrived.

Resolution: that all Correspondence be accepted.

Item #8. President's Report (raised by Sarah Widin)

Sarah Widin, Vice President, was acting President for a few weeks.

The Vice President, Sarah Widin, along with the Treasurer, John Turner, the CAQ Golf co-ordinator, Beryl Turner, the MPIO, Alison Love and the BSR Delegate, John van Barneveld, attended the Brisbane North July meeting. The meeting was very informative and well received.

Sarah Widin, representing the President, attended and presented the Trophies at the Association Open Singles and the Golf President's Medal.

Resolution: that the Acting President's report be accepted.

Item #9. Treasurer's Report (raised by John Turner)

Resolution: that the financial reports be accepted and ratified.

Associated files

1. CAQ Treasurer Report Summary June 2023.pdf

Download: <https://cdn.revolutionise.com.au/meetings/spnxagoqk1nk1zgn.pdf>

2. CAQ Treasurer Written Report June 2023.pdf

Download: <https://cdn.revolutionise.com.au/meetings/strl5ddiazwgqu4.pdf>

3. CAQ P&L June 2023.pdf

Download: <https://cdn.revolutionise.com.au/meetings/fshlsmo5fgkvxsp9.pdf>

4. CAQ Balance Sheet June 2023.pdf

Download: <https://cdn.revolutionise.com.au/meetings/tpyvygjip9wnn6vd.pdf>

Item #10. Web Officer Report (raised by John Turner)

1. Results of IT officer's chat with Revsport re Accreditation and courses on Web page.

Resolution: that the IT Officer's report be accepted.

Associated files

1. Web Officer Report June 2023.pdf

Download: <https://cdn.revolutionise.com.au/meetings/zso80onoqfgaazwu.pdf>

2. Accreditation and Courses.pdf

Download: <https://cdn.revolutionise.com.au/meetings/xxwd4onjuwxyc5ra.pdf>

Item #11. Governance Report (raised by Sarah Widin)

1. Report from June meeting.

2. Accident/Hazard report form - ACA has a new form. CAQ have adopted the ACA form - see CAQ Webpage

3. Breach of Code of Conduct form - This form will be used by TR or TM when there is a further breach of Code of Conduct by a player already warned. The form will be sent to MPIO and Code co-ordinator. The code co-ordinator will send the reply from the MPIO to the player.

4. Working with Children Management Policy version 1 - Approved

5. Risk Management - Discussion next meeting.

6. Regional Committees - MC members to read and report to Governance with feed back - for approval next meeting.

7. Resolution wording for Conduct of meeting - MC members to read and report to Governance with feed back - for approval next month.

Sarah has composed a list of Policies, number, and review date. This has been added to the Webpage.

Associated files

1. Regional committees_.pdf

Download: <https://cdn.revolutionise.com.au/meetings/zb8imjyepwg6kqeh.pdf>

2. Resolution wording for conduct at meetings.pdf

Download: <https://cdn.revolutionise.com.au/meetings/afqambm69viqwwiy.pdf>

3. June Governance meeting.pdf

Download: <https://cdn.revolutionise.com.au/meetings/ixac9hmqnar3dfod.pdf>

Item #12. General Business (raised by Willy Silk)

1. CAQ BY-law 10 - Resolution: that the following sentence should be inserted in by-law 10 (as shown in bold text):

10. General

The CAQ Management Committee members are as follows: - a. President b. Vice President, c. Treasurer, d. One delegate from each region

Each person on the CAQ Management Committee has one vote. *Resolution: that the above sentence be included in Bylaw 10.*
Approved

2. Questions re VOC ISS selection - Resolve to correct and clarify sections 3.4 and 4.1.3 of the selection policy prior to next selection sub-committee decision to be placed before the management committee".

Section 3.4 The chair of the Selection sub-committee is expected to address the **CAQ executive** to explain the selection decision and the **Management executive** may need to meet via zoom and a "vote out of committee" will occur. The terms "CAQ executive" and "Management executive do not appear anywhere else in the Act, in our Constitution or in our bylaws. The BSR delegate recommends that the terms be change to "the whole of the MC". The Governance chair will check for the wording of executive in the CAQ documents. The President, Vice President and the BSR delegate will arrange to discuss this matter outside of the meeting.

3. CAQ Inter-region Pennants - Regions to be asked if they will be partaking in this event and in which code - Association, Golf, Ricochet - they have teams. Gateball Inter-region Pennants have been completed. Email sent to all regionals but only one region has replied. The secretary will send the email again. If there is a lack of interest the events will be cancelled.

4. CAQ Management committee - function chart - the MC members are requested to send feedback to the Secretary and the chart will be discussed at a separate zoom meeting (to be arranged).

5. CAQ has received interest by a player in assisting CAQ with Social media/marketing. Player will be asked to send in a formal Expression of Interest.

6 Suggestion from BNR re a Perpetual trophy in honour of the memory of Cynthia Tacey. The Events co-ordinator to be asked to look into this.

7. Nomination from John van Barneveld for Chair of the Governanc sub-committee - Nomination withdrawn.

8. Request to endorse Gateball documents previously approved by ACA -

Referee Accreditation and Reaccreditation Framework V1.0

Gateball Tournament Regulations V1

Resolution: that the CAQ accept and endorse the ACA policies listed above. Resolved.

9. Peter Coles Event sponsorship proposal. Reply to be sent notifying of interest.

10. ACA Ricochet rule books - Rule books will be ordered for all clubs and current active referees.

11. Ricochet 2024 - WBBR has formed a steering committee that will meet very soon.

12. Inside News - Topics to be decided at the next meeting.

13. CAQ Golf President's Medal - There was some unclear communications among players.

Resolution: that the CAQ Tournament Regulations and the Conditions of Play be aligned and followed. Approved.

14. CAQ Association referees' co-ordinator - Proposal from Liz Fleming. The proposal was accepted in principle. The President will contact Liz Fleming and discuss further.

Item #13. Registrar's Report (raised by Willy Silk)

Associated files

1. 2023 CAQ July Membership Report.pdf

Download: <https://cdn.revolutionise.com.au/meetings/kmcw3qau7prfoigg.pdf>

Item #14. Other Reports, Minutes, Newsletters (raised by Willy Silk)

NEWSLETTERS

1. Bribie Island July Newsletter

REPORTS

1. Report from CAQ chair of Selection Sub-committee

2. U21's Co-ordinator's report for June 2023

3. TM report for CAQ GC First Eight

4. CAQ Association Co-ordinator's report for June

5. TM and TR reports for CAQ Assn Open Singles

REGION MINUTES

1. Minutes from Darling Downs regional committee

2. GCTR June Minutes

3. ACA June Minutes

Item #15. Next meeting (raised by Willy Silk)

Meeting closed at 12noon

Next meeting - Tuesday 29th August by ZOOM starting at 9.30am.