

Meeting minutes

Date Tue 23 Jul 2024 09:30

Type Committee Meeting

Venue zoom meeting

Attendees Carole Christine Atkinson; Dave Luxmoore; Helen David; Joan Mathiesen; John van Barneveld; Patricia Habner; Paul Reynolds; Penny Verrall; Sarah Widin

Apologies There are no apologies recorded.

Absences There are no absences recorded.

Guests Mr. J. Mullins from Mullins Lawyers will attend for the first fifteen minutes joining us at 9.30am

Item #1. Conflict of Interest

Raised by Sarah Widin

As per previous meetings

Item #2. Minutes of Previous Meeting

Raised by Sarah Widin

Minutes of 25 June 2024 Approved

Attached files

File name	Type	Size
Croquet Queensland Tue 25 Jun 2024 Meeting Minutes	PDF	44KB

Item #3. Business Arising

Raised by Sarah Widin

Rev sport Handicaps. Helen and John working to get this process streamlined.

VOC in regards to a change to the CAQ tournament regulations. Notice of change to be sent out to all clubs.

Information sent to Mr Mullins CAQ legal representation re tenure of President and response, all documents sent and received

- Mr Mullins attended the meeting, reviewed and discussed the constitution, then gave his interpretation of the rules. He discussed each area where the Constitution mentions tenure and referred everyone to Rule 10(2)(d)(Vi) which is most relevant. He stated that there is no basis for a person to vacate their position mid-term. President Habner is to stay in the role till the 2025 AGM. Mr Mullins left the meeting at 9:37 am. This matter is now closed.

The shared service agreement extension was agreed by the new CEO and CAQ President for MC endorsement of Admin to be a shared service until the end of December. The circumstances of the Secretary position have changed

significantly since we last asked for EOI. For example, the position is now work from home which may be attractive to Regional people. For this reason, and with feedback from Kellie, the Position Description will be reviewed. Penny Verrall, Sarah Widin, Helen David and Pat Habner will review as soon as practical. It was agreed that the position should then be circulated for EOI.

Attached files

File name	Type	Size
Mullins response	DOCX	14KB
Election of president (3)	DOCX	17KB
AGM Minutes 28th February 2023	DOCX	35KB
2022 Minutes of AGM	DOCX	25KB
2021 September Special General Meeting Minutes	DOCX	51KB
CAQ Tournament Regulations	DOCX	98KB

Item #4. Actions Register

Raised by Sarah Widin

Attached files

File name	Type	Size
Action List for July 24	DOCX	31KB

Item #5. Resolution Register

Raised by Sarah Widin

Attached files

File name	Type	Size
QLD Resolution register	DOCX	33KB

Item #6. Correspondence

Raised by Sarah Widin

ATO requirements. Delegates to assist clubs where possible

Colour blindness: ISS request to play with primary colours. Hearing-Impaired player also attending.

Tournament Referee - Request to self-referee at a recent event. ACA Tournament Committee confirmed that there must be 1 tournament referee in attendance at all CAQ events, as a minimum. It is always desirable to have one TR and one DTR, but the minimum is one TR.

Two papers have been redacted to avoid confusion regarding president's tenure. Relevant information is in Business Arising.

Attached files

File name	Type	Size
Dear Pat and CAQ Management Committee	DOCX	14KB

Correspondence inwards 23rd July	DOCX	13KB
ATO-Fact-Sheet-NFP-self-review-return-May-2024	PDF	269KB
colour blindness	DOCX	29KB
Appointment of Tournament Referees	PDF	280KB
e mail from Liz Fleming re self refereeing	DOCX	13KB

Item #7. Governance

Raised by Sarah Widin

Sarah reported that we are aware of the following priorities

Risk Management: Priority

Regional Committees - to be followed up

Acting VP Report: Disappointed with external people questioning her role.

ISS in full preparation.

Item #8. President's Report

Raised by Patricia Habner

Pat thanked everyone for their work in her absence.

Acting VP Report: Disappointed with external people questioning her role.

ISS in full preparations.

Communication to be improved. General discussion on various methods to get the message out there to the public. Delegates to bring ideas to August meeting.

Ricochet Championship - analytics to be provided at next meeting

Attached files

File name	Type	Size
Acting VP report for meeting 23rd July 2024	DOCX	12KB

Item #9. Treasurer's Report

Raised by Helen David

Moved by Treasurer that the account to the end of June be accepted, the payments made ratified and the invoices awaiting payment be approved. Seconded by Sarah Widin. All in favour.

Registrations are down due to reduced fees

CA capitation invoice not received

Grant - part acquittal to be sent to Qld Govt to show progress

4 Open grants (all DTIS):

Grant 1 Base Fund Year 1 was due for acquittal end June 2024 Amount \$37,750 - \$15k expended

Grant 2 Base Fund Year 2 is due to be acquitted (with Yr 1) by end June 2025. Amount \$40,000.

Grant 3 Active women & girls to be acquitted by end of June 25/ Amount \$25,000. Any project that benefits women's development state wide

Grant 4 Super Round. This grant is for pathways development lifting the levels of officials and volunteers, e.g. Level 2 coach to Level 3 or Local referee to National referee. Amount \$40,000 plus CAQ must put in \$5,000 thus expending \$45,000 for development of players, officials, etc. specifically to raise their position in croquet.

Regional Delegates to provide ideas and project plans where possible to utilise the funds.

Grants expenditure can be found on the Finance Report (separate tab at the bottom of the Excel spreadsheet.)

Attached files

File name	Type	Size
CAQ Finance Report Jun 24	XLSX	91KB

Item #10. Delegates and/or Officials Reports

Raised by Sarah Widin

1. Three reports from GB - Robert Roose
2. Open Singles Report
3. Open Singles TR
4. TR July

Attached files

File name	Type	Size
TR July 2024	DOCX	45KB
TR Report CAQ Open Singles 2024	DOCX	36KB
Tournament Manager's AC Open Report	DOCX	35KB
2024 - DDR Quarterly Report - Apr - Jun^	PDF	15KB
2024 - Qld GB Coordinator Quarterly Report - Apr - Jun (2)	DOCX	34KB
2024 - BNR - Quarterly Repport - Apr - Jun	PDF	37KB

Item #11. General Business

Raised by Sarah Widin

1. President's tenure. See section in Business Arising. This Agenda item is now closed
2. Code of Conduct review 3 versions with same wording and different watermarks were submitted.
 - Comments: Change "wear CAQ uniform" to "wear YOUR uniform with pride. The first option with CAQ logo as watermark was approved. Sarah to update Alison with the decision.
3. Golf Croquet Nationals
 - Dignitaries are being invited to events.
 - Discussion re keeping officials' benefits consistent across the states. Updates are to be provided to the Treasurer as confirmed.
 - Grant funding may cover the costs of some Officials
 - Leading officials have been confirmed
 - Singles - over 100 entries and the closing date is still more than a week away.

- Eildon to be used for singles competition

4. Congratulations to David Luxmore on winning the Australian Ricochet Championship.

5. Congrats to Joan Mathieson for her role as Tournament Manager at Australian Ricochet Championship

6. CAQ ABN contact details to be updated. Helen David to follow up.

7. Penny Varrall queried how members are progressing with updating member details. Helen advised that members who have asked for assistance are competent and the process is easy. However, Helen said that only about 5 clubs were actually doing it themselves.

8. David Luxmore asked if Handicaps are still being done by Sarah. Yes, and details still to be sent to Sarah.

9. Paul Reynolds asked if Pat Habner would attend a regional meeting. Pat agreed to visit DDR to meet with members of all clubs. Date to be fixed.

Attached files

File name	Type	Size
SGM 2021 minutes	DOCX	53KB
Submission to MC CAQ re costings	DOCX	13KB
3. COC	PNG	1MB
2.COC	PNG	2MB
1.COC (2)	PNG	391KB

Item #12. Next meeting

Raised by Sarah Widin

27 August 2024