



Minutes of Council Meeting – 11th October 2011

held at Victorian Croquet Centre, 65 Nobel Banks Drive, Cairnlea 3023

1. Attendance:

1.1. Present:

1.1.1. **Committee of Management:** Mike Cohn (President), Kenn Boal (Vice president), Jim Clement (Secretary); David Ross (Treasurer); Graeme Gallus, Snow Evans & Jim Saunders (Members).

1.1.2. **Regional Directors:** Brian Reither (Ballarat); Brian Foley (Bayside); John Miles (EMCA); Min Rippon (Geelong); Graham Howie (Gippsland); Ken Richardson (GVCA); Janet Richardson (MVCA); Tricia Devlin (NDCA); Anne Quinn (NEDCA); Fay O'Toole & Margaret Crowder (SEMCA); Barb McKean & Jean Chapple (SWDCA) Shirley Hallinan (WMCMA); Neville Pope (Wimmera)

1.1.3. **Observers:** Lowen Clarke (Williamstown)

1.2. **Apologies:** Val Brown (IPP), Gwen Hamilton (CoM)

2. **Opening:** The President opened the meeting at 11:00am and called for any additional agenda items

3. Minutes of Previous Meeting:

3.1. **Confirmation of Minutes of the Council Meeting held 9th August 2011:** Resolved that the minutes of the Council Meeting held 9th August 2011 be accepted, with the addition of Lynne Roberts (Ivanhoe Park) to the Referees Committee membership in Annex C.

3.2. **Business Arising from Minutes of Previous Meeting:** In answer to a question, the Secretary advised that he had received biographies from less than half the members of Council. *Secretarial Note: A post-meeting check shows that biographies have been received from 12 members.*

4. Correspondence

4.1. **In –** 21 Jul 11 from Sale CC re advertising
18 Aug 11 from Turf-Hog (email) acknowledging payment
23 Aug 11 from Geelong CA re VCA website & equality between AC & GC events
23 Aug 11 from Geelong CA re GC Doubles being recorded for Handicap
10 Sep 11 from Geelong CA - nomination for ACA Meritorious Service Award
14 Sep 11 from Essendon CC re line marker
17 Sep 11 from Kalimna Park CC - nomination for ACA Meritorious Service Award
20 Sep 11 from ACA (email) re S Watkins' complaint
22 Sep 11 from ACA (email) re S Watkins' complaint
27 Sep 11 from Sale CC re previous (21 Jul 11) correspondence
7 Oct 11 from NDCA re promotion of croquet

4.2. **Out –** 14 Aug 11 to Turf-Hog – payment
15 Sep 11 to Bill Keddie re tribunal
15 Sep 11 to Val Brown re tribunal
19 Sep 11 to Gippsland CA re "flying squad"
20 Sep 11 to Bendigo CC re Regional Association Headquarters
20 Sep 11 to East Gippsland Shire Council re Lakes Entrance CC
21 Sep 11 to ACA re Watkins' complaint
22 Sep 11 to Mike Cohn re tribunal

22 Sep 11 to Margaret Gunn re tribunal
22 Sep 11 to Simon Watkins (copy to ACA) re tribunal
29 Sep 11 to President CAQ re Liz Fleming's contribution at Presidents Eights
6 Oct 11 to Sale CC re correspondence
9 Oct 11 to Albury City Council re Albury CC Grant Application

It was resolved that the correspondence be accepted.

4.3. Business Arising From Correspondence - The Secretary was queried on the progress of matters raised in the Geelong CA letters dated 23rd August 2011.

5. Reports

5.1. Financial Report -The Treasurer presented his report, attached at Annex A. It was resolved that the Treasurer's report be accepted. It was requested and agreed that more detail be provided of the VCC trading account in future reports.

5.2. CoM Report – Minutes of the 13th September 2011 CoM meeting were distributed to Council members on 21st September 2011.

5.3. VCC Committee Report – Minutes of the inaugural meeting of the VCC Committee were distributed to Council members as an attachment to the minutes of the 13th September 2011 CoM meeting.

6. General Business

6.1. VCA

6.1.1. Appointed Officials and Sub-Committees. Resolved that the following appointments be made in accordance with CoM recommendations:

6.1.1.1. **Finance Committee:** Patrick Moore (MCC) added

6.1.1.2. **Investment Advisory Group:** Patrick Moore (MCC) removed at his own request. Agreed that there was a need to advertise for members of this group.

6.1.1.3. **AC Selection Committee:** Marie Calthorpe (Williamstown) and Judy Evans (Sandringham) added.

A current list of appointments is attached at Annex B.

6.1.2. Disciplinary Tribunal. The Secretary assumed the chair for this item and reported on the outcome of the recent Disciplinary Tribunal hearings. He advised that the members concurred and the complainant had been advised of the determinations. He noted that Simon Watkins (the complainant) was challenging the tribunal's decisions, claiming that the tribunal was unconstitutional. Tricia Devlin commented that different tribunals appeared to award penalties of varying severity for the breaching of the same Constitutional clause. The Secretary is to send a letter of thanks to the tribunal members.

6.1.3. MalletSports Victoria. The President advised that the editor was working towards a mid-month publication date for MSV and advised that as an experiment, the last two copies of this subscription year (June & July 2012) were also to be available on the Croquet Victoria website. The Secretary advised that he had received an email from NDCA requesting the retention of hard copy distribution. The Treasurer advised of a recent change to Australia Post's "Print Post" schedules, which will increase the distribution costs.

- 6.1.4. **Policies & Procedures – Investment Advisory Group:** Resolved that the February 2006 document, as distributed with the agenda, be accepted as the Croquet Victoria Policy.
- 6.1.5. **Financial and Administrative Risk Review:** Resolved to accept CoM recommendation to appoint John Blackler (Dandenong) to carry out a Financial & Administrative Risk Review.
- 6.1.6. **SRV Future Directions Grant:** The Secretary reported on the progress of the presentation of “workshops” to NEDCA and Gippsland CA.
- 6.1.7. **Marketing Plan:** Graeme Gallus addressed the draft Marketing Plan (distributed with agenda) on behalf of the committee which comprised himself Tricia Devlin and Patrick Moore (with input from David Juffkins), requesting comments and input. John Miles offered to join the committee, and it was agreed that the Secretary forward the draft to clubs and regions requesting that any comments be sent direct to G Gallus by 1st December 2011, to allow a revised draft to be tabled at the January 2012 CoM meeting and a final draft to be tabled at the March 2012 CoM meeting.
- 6.1.8. **Defibrillator Training Course:** Brian Reither reported on the St Johns Ambulance training course for using the defibrillator, emphasising that the course trained in CPR, which is a necessary skill for using the unit. It was agreed that more need to be trained and Secretary is to investigate grants to fund additional training. It was also agreed that this should be included in MSV.
- 6.1.9. **Tournaments & Fixtures:** Brian Reither reported that:
- the Seniors Tournament was cancelled due to insufficient entries,
 - there are only 9 entries for the VCA AC Divisional Championships, and
 - only two schools participated in the recent Regional Schools Championship, and this needs a dedicated Schools Officer to encourage participation.
- He expressed concern about entries for the forthcoming Victorian Handicap Championships. It was agreed that each Regional Director is to make a concerted effort to ensure that at least two players from their region plays in each handicap range (1-4, 5-7, 8-1, 12-16, 18-20) in the Championship. The Secretary is to draft and forward a letter of invitation to Regional Directors, for them to distribute to potential participants.
- 6.1.10. **Victorian Open Championship:** Resolved that the title of the George Latham Victoria Open AC Championships (as determined in August 2010) revert to the former (and simpler) title of Victorian Open AC Championships.
- 6.1.11. **Changes to AC Selection Policy:** Anne Quinn advised that the AC Selection Policy did not accurately reflect the 9th June 2011 resolutions of Council. Secretary to fix.

6.1.12. **Historical Laws Book:** The Secretary advised that a copy of the booklet “*The Game of Croquet; its Laws and Regulations*” dating from January 1870 has been donated to Croquet Victoria. It is intended to display the booklet in an appropriate cabinet. In the meantime, facsimile copies of the booklet are available from the Secretary in Portable Document Format (PDF). The Secretary was directed to write a letter of thanks to the donor.

6.2. ACA

6.2.1. **Changes to ACA Executive:** The Secretary advised that Nerida Taylor has been confirmed as ACA Honorary Secretary & Executive Director.

6.2.2. **Meritorious Service Award:** Resolved that nominations received be endorsed and forwarded to ACA.

6.2.3. **2012 AGM Calendar:** The Secretary advised that the calendar, as circulated, contained changes from previous years. In particular, the deadline for nominations for executive positions and for submissions of notices of motion has been reduced to 60 days prior to the meeting.

6.2.4. **Workload at ACA Events:** Brian Reither reported that during the four days of the President’s Eights, play was 8 am – 7 pm, 8 am – 10:30 pm, 8 am – 11:20 pm and 8 am – 5pm. This emphasised the need for assistance at all levels of management and support of that event and of ACA events in the future. He is seeking assistance for the ACA (AC) Open Championships, 5th – 13th November 2011.

6.2.5. **2011 Interstate Shield Competition:** Jim Saunders, State Coordinator of Golf Croquet, reported that the Victorian team had performed well in the 2011 ISS competition, losing only one test -to NSW, who were undefeated – and finishing second to NSW.

6.3. WCF

6.3.1. **1st (Inaugural) Women’s World Association Croquet Championships:** The President reported that Croquet Australia is the preferred bidder for this event, to be held at VCC in October 2012. He advised that a preliminary meeting has been held between ACA and VCA, that Kenn Boal has been named as the Tournament Director, Brian Reither as the Tournament Manager and Jim Clement as Secretary of the Event Committee. Kenn Boal noted that volunteers are required to serve on the Event Committee and during the event.

7. Next Meetings –

7.1. **COM** – Tuesday, 8th November 2011 at 11 am

7.2. **Council** – Tuesday, 13th December 2011 at 11 am

8. **Closure** – The President closed the meeting at 3:00 pm.

FINANCE REPORT

1. VCA Accounts:

The 'Balance Sheet' and 'Profit and Loss' statements for VCA Accounts to 30 September are attached.

Banks Accounts show balances as at 30 September:

Bank Account No.1 (Operating Account)	\$87,626.13
Bank Account No.3 (Investments)	<u>\$187547.79</u>
Total Bank Accounts	\$275,173.92

2. The GSJBW \$3,508,951 Investment (\$3m indexed by CPI to 30 June 2011):

The portfolio valuation as at 30 September 2011 totalled \$3,067,079.

This reflects the significant loss in value on financial markets since the middle of the year with the projections that recovery may be slow. The transfer of \$120,000 to our Bank Account No 3 has made provision for meeting staffing requirements.

David Ross
Treasurer
11 October 2011

Victorian Croquet Association Inc.

65 Nobel Banks Drive
CAIRNLEA VIC 3023

Profit & Loss Statement

April 2011 through September 2011

		BUDGET 2011/2012
INCOME		INCOME
AFFILIATIONS	\$106,875.00	\$ 119,618.00
MERCHANDISING	\$1,208.17	\$ 4,000.00
TOURNAMENTS	\$3,946.34	\$ 6,500.00
PENNANT/COACHING/SCHOOLS	\$739.05	\$ 750.00
MSV	\$4,964.52	\$ 5,000.00
VCC INCOME	\$21,624.35	\$ 52,500.00
GRANTS/INTEREST	\$29,282.18	\$ 40,000.00
PLAYER INSURANCE		\$ 10,000.00
Total INCOME	\$168,639.61	\$ 238,368.00
EXPENSES		EXPENSES
AFFILIATIONS ACA	\$45,436.36	\$ 49,980.00
PLAYER INSURANCE		\$ 10,000.00
ADMINISTRATION VCA	\$29,945.17	\$ 63,000.00
MSV	\$1,629.22	\$ 5,000.00
COUNCIL/COM	\$2,686.68	\$ 5,000.00
COMMITTEES	\$1,391.11	\$ 3,000.00
TOURNAMENTS	\$5,308.75	\$ 11,500.00
PENNANT	\$138.18	\$ 500.00
MERCHANDISE	\$754.05	\$ 7,000.00
COACHING/PROMOTIONS	\$5,797.50	\$ 17,000.00
VCC	\$47,322.26	\$ 76,000.00
CATERING	\$6,098.82	\$ 17,000.00
COURTS (recurrent)	\$20,860.52	\$ 45,000.00
COURTS (8,9 and 10 to Santa Ana)		\$ 42,000.00
Total EXPENSES	\$167,368.62	\$ 351,980.00
Net Profit/(Loss)	\$1,270.99	\$ (113,612.00)

Victorian Croquet Association Inc.

65 Nobel Banks Drive
CAIRNLEA VIC 3023

Balance Sheet

As of September 2011

Assets		Liabilities	
Current Assets		Current Liabilities	
Bank Accounts		Accounts Payable	\$514.75
BA 1 - Operating	\$87,626.13	Total Current Liabilities	\$514.75
BA 3 - Investments	\$187,547.79	Other Current Liabilities	
Total Bank Accounts	\$275,173.92	Tax Payable	
Total Current Assets	\$275,173.92	GST Collected	\$8,581.79
		GST Paid	\$1,304.33
Accounts Receivable	\$5,592.10	Payroll Liabilities	\$1,260.00
Total Withholding Credits	\$5,592.10	Superannuation Liabilities	\$1,406.53
Other Current Assets		Total Tax Payable	\$12,552.65
GSJBW - Investment A/c	\$3,067,079.00	Total Liabilities	\$13,067.40
Petty Cash Float	\$200.00	Net Assets	\$8,696,444.48
Total Other Current Assets	\$3,067,279.00	Equity	
Fixed Assets		Reserves	
Cairnlea - Buildings	\$4,058,985.67	General Reserve	\$7,703,572.44
Cairnlea - Land	\$1,231,368.55	Retained Earnings	\$871,601.05
Water Tank	\$46,691.24	Current Earnings	\$121,270.99
Equipment			
Accumulated Depreciation	(\$62,185.48)		
Total Equipment	\$24,421.40		
Total Fixed Assets	\$5,361,466.86		
Total Assets	\$8,709,511.88	Total Equity	\$8,696,444.48

**Appointed Officials & Sub-Committees 2011-12
as at 11th October 2011**

State Coordinator of Association Croquet – Brain Reither (Ballarat Alexandra)
State Coordinator of Coaching – Patrick Moore (MCC)
State Coordinator of Gateball - Maxine Maclachlan (Kew)
State Coordinator of Golf Croquet – Jim Saunders (Drysedale)
State Coordinator of Referees (AC) – Bill Keddie (in caretaker role).
State Coordinator of Referees (GC) - Graham Howie (Bairnsdale)
State Handicapper (AC) – Doron Gunzburg (Beechworth)
State Handicapper (GC) – Bernie Bailey (Wycheproof)
Historian - vacant
Malletsports Victoria Editor – Rosalie Newman (Ballarat – Western)
Webmaster – Colin Clarke (Williamstown)
State Squad/Team & Development Squad Coach – Stephen Forster (Geelong Belmont)

Catering Committee (4) -

Coaching Committee (4) – Patrick Moore (MCC)

Court Maintenance Committee (3) – Stephen Forster (Geelong – Belmont), Kevin Beard
(Brunswick), Snow Evans (Sandringham)

Finance Committee (3) – Mike Cohn (Kew), David Ross (Ringwood), Patrick Moore (MCC)

Fixtures & Tournaments Committee (6) – Brian Reither, Maxine Maclachlan & Jim Saunders (ex-
officio as SCAC, SCGB & SCGC respectively), Roy Palmer
(Kew), Anna Miller (Geelong Belmont)

Handicap Committee (5) - Doron Gunzburg (Beechworth); Bernie Bailey (Wycheproof)

Investment Advisory Committee (3) – Wendy Dickson (Yarrowonga)

Malletsports Victoria Committee (5) – Rosalie Newman (Ballarat – Western), Wynford Connick
(Essendon)

Referees/Laws & Rules Committee – Bill Keddie & Graham Howie (ex-officio as SCR-AC & SCR-
GC respectively) Mike Cohn (Kew); Gwen Hamilton (Ballarat
– Alexandra); Brian Foley (Sandringham); Doreen Hood
(Ringwood); Ian McKee (Ballarat Alexandra); Hamish
Menzies (Warragul), Lynne Roberts (Ivanhoe Park).

Selection Committee (AC) – Allan Cleland (MCC); Ian Basset (Rich River); Marie Calthorpe
(Williamstown), Judy Evans (Sandringham), Stephen Forster
(Geelong -Belmont),

Selection Committee (GC) – Jim Saunders (Drysedale), Anna Miller (Belmont); Neville Pope
(Horsham); Lynne Roberts (Ivanhoe Park), Jim Clement (Sarsfield)

VCC Committee – Mike Cohn (Kew); David Ross (Ringwood); Shirley Hallinan (Essendon); Snow
Evans (Sandringham); Sandra Kastanaras (VCA Administration Officer).