



Minutes of Annual General Meeting

held at Victorian Croquet Centre, 65 Nobel Banks Drive, Cairnlea Vic 3023
20th June 2016

1. **Opening:** The President opened the meeting at 11:00 am
2. **Present:**
 - 2.1. **Roll Call of Delegates;** Brian Reither (Ballarat & District CA), Brian Foley (Bayside CA), Helen Worlidge (Eastern Metro CA), Sue Colvin (Geelong CA), Lorraine Gutcher (Gippsland CA), Noel Dealy (Goulburn Valley CA), Janet Richardson (Murray Valley CA), Lyn Goodall (Northern Districts CA), Maurice Cevaal-Hewitt (North Eastern Districts CA), Janet Leckie-Brunton (South East Metro CA), Barb McKean (South West CA), Dot Dickson (Western Metro CMA), Patricia Hester (Wimmera CA).
 - 2.2. **Others Present:**
 - 2.2.1. **Committee of Management:** Mike Cohn (President), Kate Patrick (Vice-president), Jim Clement (Secretary), Brian Rowe (Treasurer), Sarina Cevaal-Hewitt, Wilma Freeman, Jim Saunders and Trish Watts (Members).
 - 2.2.2. **Observers:** Sandra Kastanaras (VCA Administrator), Bruce Warlow (Auditor), John Grieve (Williamstown), Reen Hancorne (Monash), Gwen Hamilton (Alexandra, Ballarat), Denise McMillan (K Park), David Ross (Ringwood), James Lynch (Eastern Park), Patrick Hartley (Lilydale)
3. **Apologies:** Ian Potter (Murray Valley)
4. **Minutes of General Meetings**
 - 4.1. **Minutes of Previous Annual General Meeting – 16th June 2015**
 - 4.1.1. **Confirmation of Minutes:** Resolved that the minutes of the Annual General Meeting held on 16th June 2016 be accepted as a true and accurate record of that meeting.
 - 4.2. **Minutes of Special General Meeting – 11th April 2016**
 - 4.2.1. **Confirmation of Minutes:** Resolved that the minutes of the Special General Meeting held on 11th April 2016 be accepted as a true and accurate record of that meeting.
5. **Annual Report 2014-15 & Financial Report 2014-15:** Resolved that the Annual Report 2015-16 and the Annual Financial Report 2015-16 be accepted.
(Secretarial Note: Both of these reports are available from the VCA website under the Governance/Minutes tabs)
 - 5.1. **Business Arising from Reports:**
 - 5.1.1. Helen Worlidge queried the President on his report, asking that he address the meeting on the Purposes of the association as laid down in the Constitution Clause 2 (b) (c) and (l), which he did.
 - 5.1.2. Dot Dickson queried the loss shown in the Profit & Loss account, asking whether the investment funds which cover the shortfall would continue to exist in the future, and requested that this be considered by Council in the forthcoming years. Her concerns were answered by the Treasurer, the Auditor and David Ross, as Chair of the Investment Advisory Group.

6. Election of Committee Members:

The President appointed Sandra Kastanaras and Bruce Warlow as scrutineers. All elections were by secret ballot and, where appropriate, "first past the post" in accordance with the provisions of the Constitution, Clause 24.3(e) and By Law 6.

6.1. Kate Patrick was elected as Vice-President.

6.2. Sarina Cevaal-Hewitt was elected as Secretary

6.3. Patricia Watts and Jim Lynch were elected as Members for two-year terms and Jim Clement was elected for a one-year term

7. Notices of Motion

7.1. Notice of Motion, proposed by Ballarat & District Croquet Association, seconded by Bayside.

That Clause 24.1(b) of the Victorian Croquet Association Inc. Constitution, which currently reads:

"The Committee shall transact all business of the Association between Council Meetings and General Meetings. The President shall report to the Council at each Council meeting,"

be amended to read:

"The Committee shall be given the authority to transact all business of the Association. All financial decisions are to be within the limitations of the Council-approved Annual Budget. The President, Secretary and Treasurer shall report to the Council at each Council meeting,"

Rationale: Currently CoM initiates action originating from correspondence or requests. From this, recommendations come to Council which endorses them with minimal discussion. Usually a full agenda made up of reports and recommendations leaves little time for open discussion on topics of interest.

The motion was put and was not carried.

7.2. Notice of Motion, proposed by Ballarat & District Croquet Association

That the Victorian Croquet Association Inc. Constitution be amended by inserting a new Clause 23.1(c) to read as follows:

"The Committee shall meet monthly and more frequently if necessary."

Rationale: This ensures that the Committee meets often enough to attend to the business of the Association.

The motion was put and was not carried

7.3. Notice of Motion, proposed by Ballarat & District Croquet Association

That Clause 26.1(a) of the Victorian Croquet Association Inc. Constitution which currently reads:

"The Council shall meet as required but shall meet on at least six occasions in each year."

be amended to read:

"The Council shall meet as required but shall meet on at least four occasions in each year."

Rationale: With matters pertaining to daily running removed from Council meetings, quarterly meetings would be sufficient. Directors could then spend time reviewing policies, monitoring strategic plans, analysing upcoming budgets, workshopping ideas on advancing the sport and interchanging ideas

The motion was withdrawn by the Ballarat & District Croquet Association Delegate.

8. Next Annual General Meeting – 19th June 2017

9. Close: The President closed the meeting at 12:11 pm.

Attachment: Certificate of Submission of financial statements to annual general meeting –
incorporated associations

Submission of financial statements to annual general meeting – incorporated associations

Associations Incorporation Reform Act 2012
Sections 94(3), 97(3) and 100(3)

I, James Anthony Clement, being a member of the committee of the Victorian Croquet Association Inc. certify that –

“I attended the annual general meeting of the Victorian Croquet Association Inc. held on the 20th June 2016 and the financial statements of the association for the financial year ending on 31st March 2016 were submitted to the members of the association at that general meeting.”

Signed:

A handwritten signature in blue ink, appearing to read 'James A. Clement', is written over a light grey rectangular background.

Honorary Secretary
20th June 2016