



Minutes of Council Meeting – 14th April 2011

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

1. Present:

Committee of Management: Mike Cohn (President), Patrick Moore (Vice-President); Jim Clement (Secretary); David Ross (Treasurer); Snow Evans, Graeme Gallus, & Jim Saunders (Members).

Regional Directors: Brian Reither (Ballarat); Brian Foley (Bayside); Roy Palmer (EMCA); Sue Colvin (Geelong); Graham Howie (Gippsland); Ken Richardson (GVCA); Janet Richardson (MVCA); Tricia Devlin (NDCA); Anne Quinn (NEDCA); Wynford Connick (WMCMA); Neville Pope (Wimmera)

Administration Officer: Sandra Kastanaras.

Observer: Lowen Clarke (SCC)

2. **Apologies:** Val Brown (Immediate Past President); Lorna Williams (CoM); Walter Runciman (Bayside); Bill Keddie (Gippsland); Fay O'Toole (SEMCA); Barb McKean & Jean Chapple (SWCA); Shirley Hallinan (WMCMA)

3. **Opening:** The President opened the meeting at 11.00am and called for any additional agenda items. He also reported that he had met Val Brown at the Country Regionals at Horsham and that both she and husband, Tom, were improving.

4. **Confirmation of Minutes of the Council Meeting held 10th February 2010:** Resolved that the minutes of the Council Meeting held 10th February 2010 be accepted.

5. Business Arising from Minutes of Previous Meeting:

Item 9.2 VCA Coaching Policy – amended as directed

6. Correspondence

6.1. **In –** from Portland CC – centenary publication.

22 Feb 11 from Bill Keddie re Referee Expenses

4 Mar 11 from NEDCA re amendments to VCA Selection Policy

9 Mar 11 from S Watkins – five (5) letters of complaint

12 Mar 11 from S Watkins re complaints

16 Mar 11 from Geelong CA re webpage

16 Mar 11 from Bill Keddie re complaint

5 Apr 11 from Bayside CA re letters from Brighton & Elsternwick CCs

14 Apr 11 from Essendon CC re additional courts for major events

6.2 **Out –** 10 Feb 11 to Monash City Council in support of Monash Croquet Club's grant application

21 Feb 11 to all clubs re Coaching

28 Feb 11 to selected clubs re additional courts for major events

11 Mar 11 to S Watkins re complaints

11 Mar 11 to HE Prof David de Kretser re thanks for Patronage

11 Mar 11 to Hon Alex Chernov re invitation to be Patron

1 Apr 11 to Regional Secretaries re nominations for CoM 2011-12

1 Apr 11 to Club Secretaries re nominations for Appointed Officers & Sub-committees 2011-12

1 Apr 11 to Wodonga CC re Associate Members

7 Apr 11 to HE the Hon Alex Chernov – invitation to be VCA Patron

It was resolved that the correspondence be accepted.

7. Business Arising from Correspondence – Nil

8. Reports

8.1. **Financial Report** -The Treasurer presented his report, which included the SSA Grant and which is as attached at Annex A. Resolved that the financial report be accepted. It was suggested that the Investment fund objective be indexed half yearly

8.2. **Meeting with SRV** – The President reported on attendance at two SRV meetings on 22nd February and 8th April 2011

9. General Business

9.1. Victorian Croquet Centre:

9.1.1. **Maintenance Matters:** Resolved that Snow Evans be contracted to carry out garden and minor maintenance at VCC, at a rate to be negotiated by CoM.

9.1.2. **VCC Committee:** Resolved that a VCC Committee be formed, in accordance with the discussion paper, to oversee all aspects of VCC and that the President appoint members and determine their duties.

9.2. **Coaching:** P Moore reported on progress towards a Coaching program, which will be presented to the May CoM meeting.

9.3. **VCA Travel Reimbursement Policy** Resolved that the draft policy be accepted with the following amendments; Para 3.2 change “expected” to “encouraged”, delete all after “when offered”.

9.4. **Tournament Play in Victoria:** P Moore & T Devlin reported on progress of committee. Agreed that committee continue work and report to next Council meeting with a report on Tournaments and a separate one on Marketing Croquet in Victoria.

9.5. Bayside CA –

9.5.1. **Elsternwick CC** – Resolved that Secretary acknowledge Elsternwick correspondence, pointing out that the insufficient details of the club’s financial circumstances and planned expenditure of the funds requested, means that VCA is unable to assist without further information.

In answer to a query as to whether VCA has a policy for assistance to clubs in difficulties, the Treasurer replied that there was precedent, which was to provide experienced personnel to review the situation and suggest remedies and to provide in-kind assistance.

9.5.2. **Handicapping at Club Internal Competitions** This matter was referred to the Handicap Committee.

9.5.3. **Centennial Celebrations** – Brighton celebrated its centenary on 20th March 2011, Sandringham on 23th March 2011 & Elsternwick is to celebrate its centenary on 30th April 2011.

A motion that “VCA provide a nominal amount of \$500 to clubs celebrating their centenary” was lost.

Resolved that VCA present clubs reaching their centenary with an appropriate memento.

Resolved that a board be displayed in VCC showing clubs that have reached their centenary.

P Moore offered to donate the board.

- 9.5.4. **Victorian Seniors Week Publicity:** Resolved that VCA and all Victorian clubs be listed in the annual Victorian Seniors Week publications. Secretary to organise.
- 9.6. **Possible Disciplinary Tribunal:** The Vice President assumed the chair for this item, as the President is named in the correspondence concerning the item, which was tabled and discussed.
Resolved that the correspondence (less that concerning loss of figurines) be referred to a Disciplinary Tribunal to be appointed, such appointment being delegated to the Vice-President, Secretary and Treasurer. *This resolution was passed with three abstentions including those of Mike Cohn and Ken Richardson.*
- 9.7. **Malletsports Victoria Magazine:** The Secretary reported on his dealings with a publisher of similar magazines and Roy Palmer reported on his discussions with a free-lance editor. CoM is to continue examining the matter.
- 9.8. **Titles of Appointed Officials:** Resolved that the title of State Directors be changed to State Coordinators.
- 9.8.1. **State Coordinator of Association Croquet:** Resolved that Council appoint a State Coordinator of Association Croquet.
- 9.8.2. **Membership of F&T Committee:** Resolved that the State Coordinators of Association Croquet, Gateball and Golf Croquet be members of the Fixtures & Tournaments Committee.
- 9.9. **VCA AGM** – The Secretary reported on his preparations for the 9th June 2011 AGM.
- 9.10. **ACA AGM** – The President reported on the 28th March 2011 ACA AGM, noting that all four Notices of Motion put forward by VCA were defeated.
- 9.11. **ACA Association Croquet Championships:** The President reported that at the recent AC championships held in Tasmania;
Stephen Forster (Belmont) won the ACA Gold Medal;
Robert Fletcher (Lismore) won the Men’s Championship;
Tricia Devlin (Castlemaine) won the Women’s Championship; and
The Victorian team was runner-up in the Eire Cup, after a count-back on the final day.

10. Next Meetings –

- 10.1. **COM** – Thursday, 12th My 2011 at 11 am
10.2. **AGM** – Thursday, 9th June 2011 at 11am
10.3. **Council** – Thursday, 9th June 2011 at 1 pm

11. **Closure** – The President closed the meeting at 3:18 pm

FINANCE REPORT

1. VCA Accounts:

The 'Balance Sheet' and 'Profit and Loss' statements for VCA Accounts to 31 March are attached.

Banks Accounts show balances as at 31 March:

Bank Account No.1 (Operating Account)	\$1,395.03
Bank Account No.3 (Investments)	<u>\$152,955.61</u>
Total Bank Accounts	\$154,350.64

2. The GSJBW \$3,483,544 Investment (\$3m indexed by CPI):

The portfolio valuation as at 31 March, 2011 totalled \$3,463,835.21.

3. Government State Sporting Association Support Grants (SSASG) 2011/2014:

The grant for the Sports' Development Officer (SDO) has been received and advertising the position has commenced. The focus is on the first four priorities below.

Sport and Recreation_Victoria (SRV) Grants closely follow the priorities in the current VCA Strategic Plan:

- encouraging and supporting volunteers;
- developing all forms of the game of croquet;
- increasing participation in croquet throughout Victoria;
- marketing croquet as a dynamic and stimulating sport for all ages;
- up to two accredited coaches at each targeted club;
- coaching resources manual;
- increasing the number of referees at each targeted club;
- Tournament Management training sessions including a handbook; &
- promoting efficient and effective club administration and finance operations.

The other grants from SRV for the remaining priorities above will be received by mid-year and the pilot programs are being developed. It is mandated that country regions will be included from the beginning.

David Ross
Treasurer
8 April 2011

Victorian Croquet Association Inc.

65 Nobel Banks Drive
CAIRNLEA VIC 3023

Profit & Loss Statement

April 2010 through March 2011

Budget 2010/2011

INCOME			
AFFILIATIONS	\$113,246.30	\$	108,915.00
MERCHANDISING	\$3,751.62	\$	6,500.00
TOURNAMENTS	\$5,972.85	\$	10,000.00
PENNANT/COACHING/SCHOOLS	\$777.12	\$	750.00
MSV	\$4,976.80	\$	5,250.00
VCC INCOME	\$46,728.66	\$	45,000.00
GRANTS/INTEREST	\$18,037.42	\$	15,000.00
	\$		
WATER TANK/RECYCLING	35,020.00	\$	35,000.00
Total INCOME	\$228,510.77	\$	226,415.00
EXPENSES			
ADMINISTRATION VCA	\$99,550.26	\$	110,300.00
MSV	\$4,254.33	\$	5,250.00
COUNCIL/COM	\$5,392.34	\$	4,500.00
COMMITTEES	\$3,026.41	\$	5,000.00
TOURNAMENTS	\$11,718.02	\$	10,000.00
MERCHANDISE	\$7,093.88	\$	7,000.00
VCC	\$92,065.72	\$	66,500.00
CATERING	\$13,480.63	\$	15,000.00
COURTS	\$54,562.85	\$	45,000.00
Total EXPENSES	\$291,144.44	\$	278,550.00
Net Profit/(Loss)	(\$62,633.67)	\$	(52,135.00)

NOTES:

In **VCC INCOME**: Catering (food and Bar sales) totalled \$25,573.89

In **VCC EXPENSES**: Garage and Player Shelter including fence relocation totalled \$16227; BBQ area paving \$2678; Gardens (mulch/weedmat/sprinklers/plants \$6535;

In **COURTS EXPENSES**: Surface refurbishment (topdressing, etc) \$12,222.

Not appearing in the P&L Statement is the expenditure of \$47119.60 for the Water tank for irrigation using re-cycled water. This has been listed as Assets.

Victorian Croquet Association Inc.

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Balance Sheet

As of March 2011

Assets		Liabilities	
Bank Accounts		Current Liabilities	
BA 1 - Operating	\$1,395.03	Accounts Payable	\$206.83
BA 3 - Investments	\$152,955.61	Total Current Liabilities	\$206.83
Total Bank Accounts	\$154,350.64		
Total Current Assets	\$154,350.64		
Withholding Credits		Other Current Liabilities	
Accounts Receivable	\$731.30	Tax Payable	
Total Withholding Credits	\$731.30	GST Collected	(\$2,932.74)
		GST Paid	\$1,644.61
Other Current Assets		Payroll Liabilities	\$1,044.00
GSJBW - Investment A/c	\$3,463,835.21	Superannuation Liabilities	\$636.35
Petty Cash Float	\$200.00	Total Tax Payable	\$392.22
Total Other Current Assets	\$3,464,035.21		
Fixed Assets		Long Term Liabilities	
Cairnlea - Buildings	\$4,058,985.67		
Cairnlea - Land	\$1,231,368.55		
Water Tank	\$46,691.24	Total Liabilities	\$599.05
Equipment			
Accumulated Depreciation	(\$52,231.72)	Net Assets	\$8,985,206.37
Total Equipment	\$29,642.81		
Total Fixed Assets	\$5,366,688.27	Equity	
		Reserves	
Total Assets	\$8,985,805.42	General Reserve	\$7,703,572.44
		Retained Earnings	\$1,344,467.60
		Current Earnings	(\$62,633.67)
		Historical Balancing Account	(\$200.00)
		Total Equity	\$8,985,206.37