



Minutes of Committee of Management Meeting Held at Victorian Croquet Centre on 8th November 2011

1. Attendance

1.1. Present: Mike Cohn (President); Kenn Boal (Vice-President); Jim Clement (Secretary); David Ross (Treasurer); Gwen Hamilton, Snow Evans, Graeme Gallus and Jim Saunders (Members).

1.2. Apologies: Val Brown (Immediate Past President)

2. Opening: The President opened the meeting at 11:00 am.

3. Confirmation of Minutes of the CoM Meeting held 13th September 2011: Resolved that the minutes of the Committee of Management Meeting held 13th September 2011 be accepted.

4. Correspondence

4.1. In - 30 Sep 11 from Kerang/Barham CC re closure due to lack of members

4.2. Out- 12 Oct 11 to Mrs Helen Herbel – thanks for 1870 Law Book

12 Oct 11 to ACA – nominations for 2011 Meritorious Service Award

12 Oct 11 to Rod Lamplugh, Helen Worlidge & Hamish Menzies – thanks for service on tribunal

26 Oct 11 to *Croquet World Online* magazine (by email) – contribution to forthcoming article (attached)

4.3. Business Arising from Correspondence – Secretary was directed to write to Kerang/Barham and to Sea Lake to ascertain reasons for closing and steps taken to avert such closing.

Resolved that the correspondence be accepted.

5. Reports

5.1. Financial Report: The Treasurer tabled his financial report, which is attached at Annex A. Resolved that the financial report be accepted.

5.2. VCC Committee Report: VCC Committee meeting was deferred, due to members being involved with ACA AC Championships, which were in progress at VCC.

5.3. SDO Report: The Secretary tables a report from the SDO, attached at Annex B.

6. General Business

6.1. VCA

6.1.1. Financial and Administrative Risk Review: The Treasurer advised that John Blackler's first investigatory visit to VCC was delayed due to a medical appointment, but that he expects it to take place within the next two weeks.

6.1.2. SRV Future Directions Grant – Club & Regional Development Program:

6.1.2.1. The Secretary advised that dates and venues for the first, pilot program, visits are:

- North Eastern Districts Croquet Association: 21st & 22nd November 2011 at Yarrowonga CC
- Gippsland Croquet Association: 24th & 25th November 2011 at Bairnsdale CC

He advised that he had received copies of most workshops and the references and recommended that these be included on a Recourse CD to be provided to each club.

Action: JC

6.1.2.2. Treasurer to prepare and circulate survey of members in accordance with the milestones program submitted to SRV.

Action: DR

6.1.3. Marketing Plan: G Gallus reported that several more members had joined the ad-hoc Marketing Committee, which saw its prime target as the 50+ age bracket. Contact had been made with current & former journalists within the VCA membership.

6.1.3.1. Publicity: Letters from NDCA and Sale CC were considered. Secretary to check with previous (current?) Media Officer to see if they are happy to continue and to develop the position. President to check with Bowls Victoria regarding costs of advertising campaign. G Gallus to contact *Royal Auto* magazine regarding publishing an article on croquet.

Action: JC & GG & M.C.

6.1.4. Croquet in the City of Wyndham: The President reported his latest meeting (accompanied by the SDO) with City of Wyndham representatives. Wyndham requires the demonstration of the interest in and need for croquet in the municipality. If this is demonstrated, then the community bus could possibly be provided to transport members of a Wyndham club to and from play at VCC whilst a Wyndham facility is being built. The city will further investigate and advise the best times and locations for Come and Try days.

(Secretarial Note: The Committee broke for lunch at this point and Snow Evans left the meeting to compete in the Australian Open Singles Tournament being played at VCC.)

6.1.5. Handicapping in GC Doubles: Jim Saunders spoke to the previously distributed papers regarding the New Zealand two-year experiment in recording the results of doubles games (both handicap and level play) for the purposes of changing indices and handicaps. There was general support within the committee for a similar trial in Australia and the Secretary and the State Coordinator of GC were directed to seek views of others prior to seeking Council endorsement to forward the proposal to ACA.

Action: JC & JS

6.1.6. Geelong CA Motions: The Committee considered the Geelong CA motions which, together with the comments of the appropriate Council appointees, had previously been distributed.

6.1.6.1. Display of Tournament Results on the VCA Website: It was acknowledged that provision is made for this and that the Secretary was directed to prepare an explanatory article for publication in MSV.

Action: JC

6.1.6.2. Equivalency in Events between AC & GC: Jim Saunders, as a member of T& Committee, advised that this matter was under active consideration by that committee.

6.1.7. GC Events at VCC: Jim Saunders, State Coordinator of GC, advised of some minor changes to the T&F calendar regarding GC events. The Australia Day Tournament has been returned to 26th January and the Vic Division of the ACA's Bronze Medal will be played over four days, 30th April – 2nd May 2012, concurrently with two successive, two-day Selectors' Invitationals.

6.1.8. Accommodation: There was discussion on the use, by VCA members, of Marian Latham's unit and the need for cleaning and maintenance. Treasurer to follow up.

Action: DR

6.2. ACA

6.2.1. "State of Play" Program: The Secretary advised that the recent ACA Executive meeting had resulted in states being asked to provide comment for the update of the ACA Strategic Plan. He stated that the ACA request has been forwarded to regions and clubs, asking for input in time for presentation at the next Council meeting.

6.3. WCF

6.3.1. 1WWACC: Kenn Boal, as Event Manager for the 1st Women's World Association Croquet Championship, provided an update on the positions for the event. There was concern expressed over accommodation (some of the accommodation recommended for the 3WWGCC in 2009 was unsuitable due to location) and the Secretary advised that the 13WACC at Adelaide has its own website which includes a section on accommodation. He is to contact ACA regarding a similar website for the 1WWACC. **Action: JC**

7. Next Meetings –

Council - Tuesday, 13th December 2011 at 11 am

CoM - Tuesday, 10th January 2012 at 11 am

8. Closure - The Chairman closed the meeting at 3:00 pm

VCA CoM Meeting 8 November 2011 FINANCE REPORT

1. VCA Accounts:

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

Banks Accounts show balances as at 31 October:

Bank Account No.1 (Operating Account)	\$72,900.36
Bank Account No.3 (Investments)	<u>\$187,547.79</u>
Total Bank Accounts	\$260,448.15

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

The portfolio valuation as at 31 October, 2011 totalled \$3,197,098.02.

3. Insurance:

Invoices and insurance certificates for the period ending 31 December 2012 are being sent to clubs. The small increase in premium to \$6 covers a fourteen month period. Many thanks to clubs who keep their membership listing on the website up to date. This means the invoice Sandra Kastanaras has sent out to you is correct and there is no need to make changes.

Note: The Insurance Certificate issued covers a fourteen month period from 1st November 2011 to 31 December 2012. This change will greatly assist clubs who have to provide a current insurance certificate when fundraising as next year the renewal will take place in December to take effect from 1 January.

David Ross
Treasurer
8 November 2011

Victorian Croquet Association Inc. <i>65 Nobel Banks Drive</i> <i>CAIRNLEA VIC 3023</i> Profit & Loss Statement April 2011 through November 2011		
INCOME		BUDGET 2011/2012
		INCOME
AFFILIATIONS	\$106,513.18	\$119,618.00
MERCHANDISING	\$1,462.71	\$4,000.00
TOURNAMENTS	\$4,282.70	\$6,500.00
PENNANT/COACHING/SCHOOLS	\$739.05	\$750.00
MSV	\$4,943.61	\$ 5,000.00
VCC INCOME:		
Catering	\$12,322.87	
Courts	\$4,333.64	
Premises	\$7,215.11	
Total VCC Income	<u>\$23,871.62</u>	\$ 52,500.00
GRANTS/INTEREST	\$30,018.08	\$ 40,000.00
PLAYER INSURANCE		\$ 10,000.00
Total INCOME	\$171,830.95	\$ 238,368.00
EXPENSES		EXPENSES
AFFILIATIONS ACA	\$45,436.36	\$ 49,980.00
PLAYER INSURANCE	\$8,504.75	\$10,000.00
ADMINISTRATION VCA	\$34,616.83	\$ 63,000.00
MSV	\$2,062.30	\$ 5,000.00
COUNCIL/COM	\$3,124.38	\$ 5,000.00
COMMITTEES	\$1,805.99	\$ 3,000.00
TOURNAMENTS	\$6,223.39	\$11,500.00
PENNANT	\$138.18	\$ 500.00
MERCHANDISE	\$754.05	\$7,000.00
COACHING/PROMOTIONS	\$7,207.50	\$17,000.00
VCC	\$52,713.43	\$76,000.00
CATERING	\$6,418.70	\$17,000.00
COURTS (Recurrent)	\$21,347.45	\$45,000.00
COURTS (8,9&10 to Santa Ana)		\$ 42,000.00
Total EXPENSES	\$190,353.31	\$351,980.00
Net Profit/(Loss)	(\$18,522.36)	\$(113,612.00)

Victorian Croquet Association Inc. <i>65 Nobel Banks Drive</i> <i>CAIRNLEA VIC 3023</i>			
Balance Sheet <i>As of 30/10/2011</i>			
Assets		Liabilities	
Current Assets		Current Liabilities	
Bank Accounts		Accounts Payable	\$14,958.18
BA 1 - Operating	\$72,900.36	Total Current Liabilities	\$14,958.18
BA 3 - Investments	\$187,547.79	Other Current Liabilities	
Total Bank Accounts	\$260,448.15	Tax Payable	
Total Current Assets	\$260,448.15	GST Collected	(\$2,644.97)
Withholding Credits		GST Paid	\$1,680.23
Accounts Receivable	\$2,156.10	Payroll Liabilities	\$420.00
		Superannuation Liabilities	\$1,021.44
Total Withholding Credits	\$2,156.10	Total Tax Payable	\$476.70
Other Current Assets		Total Liabilities	\$15,434.88
GSJBW - Investment A/c	\$3,197,098.02	Net Assets	\$8,805,934.25
Petty Cash Float	\$200.00	Equity	
Total Other Current Assets	\$3,197,298.02	Reserves	
Assets		General Reserve	\$7,703,572.44
Fixed Assets		Retained Earnings	\$1,001,620.07
Cairnlea - Buildings	\$4,058,985.67	Current Earnings	\$100,741.74
Cairnlea - Land	\$1,231,368.55		
Water Tank	\$46,691.24	Total Equity	\$8,805,934.25
Equipment			
Accumulated Depreciation	(\$62,185.48)		
Total Equipment	\$24,421.40		
Total Fixed Assets	\$5,361,466.86		
Total Assets	\$8,821,369.13		



Sport Development Officer November 2011 Report

Wyndham City Council

- Visited Werribee and surrounding areas to investigate possibly of a new Croquet facility within the Wyndham City Council in the future.
- Met with the Wyndham City Council regarding the potential to have a Croquet facility within Wyndham.

Elsternwick Croquet Club

- In relation to the Elsternwick CC, I have emailed Minn Stewart (Club Secretary).trying to established a date for a Come and Try Day
- Spoke to Narelle Dowling, Community Development Officer at Glen Eira City Council regarding possible people from older adults programs to attend a Come and Try Day at Elsternwick Croquet Club
- Contacted Elsternwick RSL Club regarding possible attendance at Come and Try Day
- Contacted Caulfield Senior Citizens Club regarding possible attendance at Come and Try Day
- Contacted Caulfield Grammar and Shelford Girls Grammar about getting staff involved in a corporate challenge
- Currently developing a flyer for the Come and Try Day

Cairnlea Croquet Club – Victorian Croquet Centre

- The Come and Try Day for the Cairnlea Croquet Club will be held on Friday 9th of December at 5:00pm till approximately 8:00pm or 9:00pm. It is anticipated that there will be a free barbecue provided as well.
- Spoken to the Leisure Department at the Brimbank City Council in relation to their involvement in assisting to promote the Come and Try Day
- Currently developing a flyer for the Come and Try Day