



Minutes of Council Meeting – 9th October 2012
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); Patrick Moore (Treasurer); Gwen Hamilton & Graham Howie (Members).

1.1.2. Regional Directors: Brian Reither (Ballarat); Brian Foley (Bayside); John Miles (EMCA); Sue Colvin (Geelong); Graham Howie (Gippsland); Ken Richardson (GVCA); Janet Richardson (MVCA); Penny Krstev (NDCA); Anne Quinn (NEDCA); Margaret Crowder (SEMCA); Barb McKean (SWDCA); Shirley Hallinan (WMCMA); Kevin Geyer (Wimmera).

1.1.3. Alternate Regional Directors: John Blackler (SEMCA); Wynford Connick (WMCMA).

1.1.4. Observers: Lowen Clark (Brunswick)

1.2. Apologies: Jim Saunders (CoM Member)

2. Opening: The President opened the meeting at 11:08 am.

3. Minutes of Previous Meeting

3.1. Confirmation of Minutes of the Council Meeting held 14th August 2012:

Resolved that the minutes of the Council Meeting held 14th August 2012 be accepted.

4. Correspondence

4.1. In – 30 Jul 12 from Mrs Thelma Angwin re letter of condolence
20 Aug 12 from Graeme Gallus – resignation from CoM
29 Aug 12 from WMCMA re Seniors Week
29 Aug 12 from Patties Foods re sponsorship of 1WWACWC
26 Sep 12 from Lander & Rogers (by email) – opinion
5 Oct 12 from VicSport re Good Governance Project

4.2 Out – 15 Aug 12 to Cairnlea CC re Keilor Village member
24 Aug 12 to JB Were Ltd re signatories
7 Sep 12 to Ljubica Bosevska – letter of offer
24 Sep 12 to Lander & Rogers – request for opinion

Resolved that the correspondence be accepted.

4.3. Business Arising from Correspondence: It was agreed that nominations for appointment to fill the casual vacancy on Committee of Management caused by the resignation of Graeme Gallus be forwarded to the Secretary by 27th November 2012. Secretary to distribute nominations with agenda of 11th December 2012 Council meeting to allow appointment at that meeting.

5. Reports

5.1. Financial Report: The Treasurer spoke to his previously distributed report. It was resolved that the Financial Report, in its current form, not be accepted.

5.2. CoM Report: The minutes of the 11th August 2012 CoM Meeting were distributed to all Council members on 16th August 2012.

- 5.3. Marketing Committee:** The Secretary spoke to a report on the LivingSocial program, attached at Annex A. He advised that he had been contacted by Scoopon (another social media site), which had received 76 requests from its members to include an offer of croquet, and requested approval to enter negotiations with this entity. Council agreed that the Secretary negotiate with Scoopon. Brian Foley then reported on the display put on at Federation Square for Seniors' Week. John Miles proposed a vote of thanks to Brian and the Marketing Committee for their efforts.
- 5.4. VCC Committee:** The President spoke to the VCC Committee Report, attached at Annex B, and highlighted the need for employing casual, part-time bar staff to replace the volunteers who staff the bar during functions. It was resolved that Council advertise for the employment of casual, part-time bar staff.
- 5.5. Tournament & Fixtures Committee:** Brian Reither spoke to the T&F report, attached at Annex C.

6. General Business

6.1. VCA Items.

- 6.1.1 Security at VCC:** The President reported on the break-ins and theft at VCC on 8th, 12th and 17th September 2012, which resulted in malicious damage and theft of the quad bike. He advised that police and our insurers had been advised, that an assessor had attended and authorised repairs. He stated that the need to replace the quad bike was being assessed. The Secretary advised that he had received a quotation to improve security in the machinery and storage sheds and to connect them to the security companies monitoring system and that he was seeking a quotation for regular security patrols with access to the VCC grounds.
- 6.1.2 Appointment of Sub-Committees & Appointed Officers:** Resolved to appoint Adrian Masterman-Smith as the State Coordinator of Coaching. An updated list of Council appointments is attached at Annex D.
- 6.1.3 SRV Grants - Future Directions Project Road Show Visits:** The Secretary advised that Wimmera CA and Ballarat & District CA would be visited on 14th & 15th November 2012, respectively. NDCA & Goulburn Valley CA, which has previously indicated interest, indicated that they would prefer visits in the new year. Metropolitan regions indicated an interest in visits during December 2012 or February 2013.
- 6.1.4 Sports Expo:** The Secretary advised that the Sports Expo, which was to be held at the Melbourne Showgrounds in February 2013 (Minutes of 9th June 2012 Council meeting, Item 6.1.10 refer), has been postponed until February 2014.
- 6.1.5 Membership Categories:** Shirley Hallinan advised that WMCMA had, at its meeting of 3rd October 2012, agreed to register Keilor Retirement Village Croquet Group as a club and to accept its members as members of WMCMA. Resolved that, subject to its members becoming members of WMCMA, Keilor Retirement Village Croquet Group be affiliated with VCA.
- 6.1.6 Investment Advisory Group:** The Treasurer spoke on the need to fill the vacant positions on the IAG. Agreed that the Secretary draft a standard letter to clubs, seeking nominations and that the Treasurer compile a list of suitable persons.

6.2 ACA Items

6.2.1 ACA Council Meeting, Sep 2012: The President reported on the 3rd September 2012 ACA Council meeting and advised that the motion to combine the International Events Fund and the Events Hosting Fund, which the VCA delegates had been directed to vote against, had been passed.

6.3 WCF Items

6.3.1 1st WCF Women's Association Croquet World Championship: The Vice-President, who is Chairman of the Management Committee for the 1WWACWC, presented an update on progress to the October event.

7. Next Meetings –

7.1. COM – Tuesday, 13th November 2012 at 11 am

7.2. Council – Tuesday, 11th December 2012 at 11 am

8. Closure – The President closed the meeting at 2:05 pm.

Annexes:

A: Marketing Committee Report

B: VCC Committee Report

C: Tournament & Fixtures Committee Report

D: Appointments made by Council



Marketing Report October 2012

LivingSocial On-line Marketing

The LivingSocial on-line marketing offer, previously reported to Council, was open to its Victorian members for a four day period in early September.

The offer was for a voucher to enable four (4) people to visit a croquet club twice, for two hours each time, and receive instruction in, and play, croquet. The vouchers are valid from time of sale until 10th January 2013.

This is essentially a “Come and Try” without the necessity of a club advertising and allows a club to incorporate the voucher holders into a normal club day or to use a separate day and gives the club two opportunities to recruit four new players out of each voucher sold.

During the offer, 104 vouchers were sold, which means that over 400 people are likely to visit Victorian clubs in the next three months. According to the LivingSocial statistics, 72% of the vouchers were purchased by women and 27% by men, with the majority being purchased within the Melbourne metropolitan area, although vouchers were also purchased in Bendigo, Geelong, Warragul and Werribee; Sydney and northern SA; USA, France & Thailand.

A record of all vouchers is maintained by the Secretary and redeemed vouchers are marked off against this record. To this end, clubs have been requested to inform the Secretary of the details of voucher redemption: date, name, voucher number and redemption code.

**Annex B to:
Minutes of VCA Council Meeting 9th October 2012**

Victorian Croquet Centre Report

Following the August Council meeting, the Ad Hoc Committee (Mike Cohn, Jim Clement, Patrick Moore, Shirley Hallinan, John Miles) met on Thursday 23rd August. The meeting has the aim of determining methods in which VCC can operate with a minimum of volunteer labour.

The meeting listed the services that should be provided to create a business-like VCC, categorised their need, and determined their priorities.

The immediate priority was to address the issues of some form of Caretaker. This has been resolved by appointing a combination of the previous caretakers Tony & Mimi, together with Tony's mother who will live in the flat and undertake light cleaning duties together with maintenance of the tea trolley. Tony & Mimi will continue to undertake much of the major cleaning.

It was determined that VCC needed to employ a Bar Supervisor to handle needs for stocking the bar and supporting functions, together with bar assistants. A position description has been approved by Committee of Management. A discussion paper on the support for the bar is attached as a separate document.

John Miles is to look into an OH&S policy.

The need to support lunches, BBQs and refreshments at croquet function is a high priority to be addressed.

Subsequent issues to be addressed include marketing initiatives.

Mike Cohn
1st October 2012

Tournament & Fixtures Committee Report

Since last meeting the following major events have been conducted at Cairnlea

ACA GC Men's & Women's Singles plus Interstate Shield.

A very successful event but due to the number of players (70), 12 courts was insufficient. This meant very long days for not only the players, but also referees and other workers. Next time we host this event negotiations will need to take place to have 16 courts available.

Victorian AC Men's & Women's Singles

Whilst the event had been scheduled for 4 days, number of entries reduced this. 16 men played a very successful 3 day event. Due to work commitments 11 women competed over 2 days. Unfortunately some criticism of the format on the Nottingham site by a New Zealander, gave cause for a former Victorian to add his diatribe, some of which was very inflammatory. Unfortunately I have just had to stay silent as any response would only add more fuel to the fire.

ACA President's Eights

Very successful 4 day event however untimed games meant most days were very long for all concerned. This was the first event with our new Caretaker in residence. The manner in which she carried out her duties was exceptionally good. It was a pleasure to work with her.

Brian Reither
Chair, T&F Committee
9th October 2012

Appointments made by Council

Appointed Coordinators, etc.

State Coordinator of Coaching – Adrian Masterman-Smith
State Coordinator of Association Croquet –
State Coordinator of Gateball – Maxine Maclachlan
State Coordinator of Golf Croquet – Eric O'Donnell
State Coordinator of Association Croquet Referees – Bill Keddie (Newstead)
State Coordinator of Golf Croquet Referees – Bill Keddie (Newstead)
State Handicapper of Association Croquet – Doron Gunzburg (Beechworth)
State Handicapper of Golf Croquet – Bernie Bailey (Wycheproof)
Malletsports Victoria Editor – Rosalie Newman (Western – Ballarat)
Court Maintenance – Jim Saunders (CoM)
Historian -
Webmaster – Colin Clark (Williamstown)

Appointed Coaches

AC State Squad Coach: Stephen Forster (Belmont)
AC State Team Coach: Stephen Forster (Belmont)
AC Development Squad Coach: Stephen Forster (Belmont)

GC State Squad Coach: John van der Touw (Monash)
GC State Team Coach: John van der Touw (Monash)
GC Development Squad Coach: Eric O'Donnell (Lismore)

Sub-committees: (No. of members in brackets)

Catering (4); Shirley Hallinan (Essendon); Fay O'Toole (Frankston)
Coaching (4);
Finance (3); Patrick Moore (MCC); Gavan Woinarski (MCC); Tom Swinburne (MCC); John Blackler (Dandenong)
Handicap (5); Doron Gunzburg (Beechworth); Ian McKee (Alexandra Ballarat); Bernie Bailey (Wycheproof);
Investment Advisory (3); David Ross (Ringwood);
Malletsports Victoria (5); Rosalie Newman (Western- Ballarat); Robert Smallwood (Morwell)
Referees/Laws/Rules (9); Ian McKee (Alexandra Ballarat); Jane Alcorn (Brighton); Gwen Hamilton (Alexandra-Ballararat); Lynne Roberts (Ivanhoe Park); Dot Dickson (Essendon); Brian Foley (Sandringham); Doreen Hood (Ringwood); Robert Smallwood (Morwell); Graham Howie (Bairnsdale)
Selection (Association) (5); Judy Evans (Sandringham); Marie Calthorpe (Williamstown); Ian Bassett (Rich River); Adrian Palmer (MCC); Bill Keddie (Newstead)
Selection (Golf) (5); Jim Saunders (Drysdale); Anna Miller (Belmont); Eric O'Donnell (Lismore); Jim Clement (Sarsfield); Lynne Roberts (Ivanhoe Park)
Tournaments & Fixtures (8); Brian Reither (Alexandra-Ballararat); Jim Saunders (Drysdale); Wendy Black (Macedon Ranges); Roy Palmer (Kew); Anna Miller (Belmont); Eric O'Donnell (Lismore); Maxine Maclachlan (Kew); John Grieve (Williamstown)
Victorian Croquet Centre: Sandra Kastanaras (Admin Officer [Maintenance, Booking, Database], Mike Cohn (Liquor Licence Nominee), Shirley Hallinan (Catering Rep), Jim Saunders (Court Maintenance Rep), Patrick Moore (Finance Rep), Vacant (Marketing Rep)