

Minutes of Council Meeting – 11th June 2013

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); Lorraine Lacey (Treasurer); Wilma Freeman, Gwen Hamilton, Graham Howie & (Members).

1.1.2. Regional Directors: Brian Reither (Ballarat); Brian Foley (Bayside); Helen Worlidge (EMCA); Sue Colvin (Geelong); Lorraine Gutcher (Gippsland); Ken Richardson (GVCA); Janet Richardson (MVCA); Wendy Black (NDCA); Ann Le Lievre (NEDCA); John Blackler (SEMCA); Barb McKean (SWDCA); Shirley Hallinan (WMCMA); Kevin Geyer (Wimmera).

1.1.3. Alternate Regional Directors: Ken Schilling (Bayside); Mary Vindin (EMCA); Margaret Crowder (SEMCA); Wynford Connick (WMCMA)

1.1.4. Observers: Margaret Gunn (Numurkah); Eric O'Donnell (Lismore); Kerrie Bird (Yarrowonga); Patrick Moore (MCC); Lowen Clarke (Brunswick); Adrian Masterman-Smith (Williamstown); Marie Calthorpe (Williamstown); Margaret Crowder (Mornington); Sandra Kastanaras (VCA Administration Officer).

1.2. Apologies: Penny Krstev (NDCA), Anne Quinn (NEDCA); Jim Saunders (CoM Member)

2. Opening: The President opened the meeting at 12:35 pm, introducing Mark McAllion, CEO of Vicsport. Mark then made a report, detailed in Item 6.1.7. The President also welcomed Lorraine Gutcher (Gippsland) and John Blackler (SEMCA) to their first meeting as Regional Directors, and Lorraine Lacey as Treasurer.

3. Minutes of Previous Meeting

3.1. Confirmation of Minutes of the Council Meeting held 9th April 2013:

Resolved that the minutes of the Council Meeting held 9th April 2013 be accepted.

4. Correspondence

4.1. In – 9 May 13 from Maryborough VRI CC - request for letter of support
16 May 13 from Ross Buchanan Pty Ltd re Audit Engagement
16 May 13 from Ross Buchanan Pty Ltd re 2013 Audit

4.2 Out – 10 May 13 to Central Goldfields Shire Council – letter of support for Maryborough VRI CC

16 May 13 to JB Were Ltd re transfer of funds

16 May 13 to Ross Buchanan Pty Ltd – signed Audit Engagement

Resolved that the correspondence be accepted.

5. Reports

5.1. Treasurer's Report: Resolved that the Treasurer's report (attached as Annex A) be accepted.

5.2. CoM Report: The minutes of the 14th May 2013 CoM Meeting were distributed to all Council members and posted to the VCA website on 15th May 2013.

5.3. Tournaments & Fixtures Committee Report: Brian Reither spoke to the Tournament & Fixtures Committee report, which is attached at Annex B.

5.4. It was resolved to accept the reports.

5.5. Business Arising From Reports: It was queried whether the Tournament Schedule could be emailed to members. Brian Reither replied that a previous resolution was that multiple printed copies be distributed to clubs. A copy will be emailed with the minutes.

6. General Business

6.1. VCA Items.

- 6.1.1 Ratification of Email Resolution:** It was resolved that Council ratify the email vote of 15th/16th May 2013 to transfer One hundred and twenty thousand dollars (\$120,000) from the investment account managed by JB Were Ltd to the Bendigo Bank current account.
- 6.1.2 Adoption of Budget 2013-14** It was agreed that the adoption of the budget be deferred until the 13th August 2013 Council meeting, to allow the incoming Treasurer time to review it.
- 6.1.3 Setting of Fees 2013-14:** It was resolved to set fees for 2013-14 at \$30 for individual members, \$20 for each affiliated club and \$40 for each affiliated region.
- 6.1.4 Ex-Officio Voting Rights:**
- 6.1.4.1** *The President handed the Chair to the Vice-President and left the room during the discussion on Ex-Officio Voting Rights. It was resolved to amend By Law 7.1 (second dot point) to read "to be, or to appoint his/her delegate to be, an ex-officio member of all sub-committees;"*
- 6.1.4.2** It was resolved that ex-officio members of sub-committees have full voting rights.
- 6.1.5 Appointment of Officers & Sub-committees:** It was resolved to appoint the Officers and Sub-committees as shown in Annex C. The Secretary was directed to invite current incumbents who had not renominated to accept appointment for a further year.
- 6.1.6 SRV Grants:**
- 6.1.6.1 Victorian More Active 2012-2015:** The President updated the Council on progress towards the Work Plan for years two and three of this grant.
- 6.1.6.2 Target 1000 2012-13:** The President advised that the required report for this grant has been submitted to SRV, with us accrediting a higher number of Level B and 0 coaches than originally aimed at and at a lesser cost. After discussions with SRV, he is hopeful that we can retain the so far unexpended funds and use then for a continuation of the program.
- 6.1.7 Vicsport Good Governance Project:** Mark McAllion, CEO Vicsport, presented the report on the surveys previously completed by Council members. He sought input regarding Council priorities to enable preparation of recommendations..

7. Next Meetings –

COM – Tuesday, 9th July 2013 at 11 am
Council – Tuesday, 13th August 2013 at 11 am

8. Closure – The President closed the meeting at 2:45 pm.

Annexes:

- A: Treasurer's Report
- B: Tournament & Fixtures Committee Report
- C: Appointed Officers & Sub-Committees

Treasurer's Report

VCA June 2013 Council Meeting

Part I Financial Report for the two months ending May 31st 2013

Commentary

1. The financial report is for two months. The Budget has not yet been approved and thus there is no Budget to report against.
2. Our net result was a deficit of \$56,006 for the first two months of this year. This is in line with expectations, as the major income for VCA, being Affiliation Fees, is mainly received in July/August.
3. Our income for the two months was a little over \$18,000. Our expenses for the two months were a little over \$74,000.
4. Later this month we will pay our ACA fees amounting to \$56,276.
5. This cash shortfall was made up by transferring \$120,000 from our JB Were Investment Portfolio. This is the third occasion where funds have been transferred from JB Were, the previous times being \$160,000 and \$130,000.

Victorian Croquet Association Inc.

65 Nobel Banks Drive
 CAIRNLEA VIC 3023

Profit & Loss Statement

April 2013 through May 2013

INCOME	
MERCHANDISE/PENNANT	\$379.09
TOURNAMENTS	\$4,526.41
CATERING	\$10,664.72
GRANTS/INTEREST	\$2,505.23
Total INCOME	\$18,075.45
EXPENSES	
ADMINISTRATION VCA	\$17,746.94
COMMITTEES	\$985.39
MSV	\$862.95
COUNCIL/COM	\$882.87
SRV DEP Grants	\$4,251.01
TOURNAMENTS	\$3,899.28
MERCHANDISE/PENNANT	\$514.01
VCC	\$36,671.86
CATERING	\$2,691.83
COURTS	\$5,575.21
Total EXPENSES	\$74,081.35
Operating Profit	(\$56,005.90)
Other Income	
GSJBW	\$120,000.00
Total Other Income	\$120,000.00
Net Profit/(Loss)	\$63,994.10

Victorian Croquet Association Inc.		
<i>65 Nobel Banks Drive CAIRNLEA VIC 3023</i>		
Balance Sheet		
As of May 2013		
1-0000	Assets	
1-0100	Current Assets	
1-1000	Bank Accounts	
1-1100	BA 1 - Operating	\$5,612.76
1-1120	BA 3 - Investments	\$1,078.56
1-1125	Bendigo Bank	\$136,901.71
	Total Bank Accounts	\$143,593.03
	Total Current Assets	\$143,593.03
1-1950	Withholding Credits	
1-2000	Accounts Receivable	\$3,598.24
	Total Withholding Credits	\$3,598.24
1-3000	Other Current Assets	
1-3100	GSJBW - Investment A/c	\$3,736,690.01
1-3200	Petty Cash Float	\$200.00
	Total Other Current Assets	\$3,736,890.01
1-4000	Fixed Assets	
1-4120	Cairnlea - Buildings	\$4,058,985.67
1-4125	Cairnlea - Land	\$1,231,368.55
1-4126	Water Tank	\$46,691.24
1-4200	Plant & Equipment	
1-4201	Plant and Equipment Combined	\$133,672.88
1-4295	Accumulated Depreciation	(\$98,036.48)
	Total Plant & Equipment	\$35,636.40
	Total Fixed Assets	\$5,372,681.86
	Total Assets	\$9,256,763.14
2-0000	Liabilities	
2-1000	Current Liabilities	
2-1100	Accounts Payable	\$3,745.89
	Total Current Liabilities	\$3,745.89
2-2000	Other Current Liabilities	
2-3000	Tax Payable	
2-3010	GST Collected	\$1,908.17
2-3030	GST Paid	(\$3,572.56)
2-3050	GST debit (Payable)	\$700.58
2-4000	Payroll Liabilities	\$2,788.00
2-4010	Superannuation Liabilities	\$949.58
	Total Tax Payable	\$2,773.77
	Total Liabilities	\$6,519.66
	Net Assets	\$9,250,243.48
3-0000	Equity	
3-1000	Reserves	
3-1100	General Reserve	\$7,703,572.44
3-1200	Asset Revaluation Reserve	\$201,148.86
3-8000	Retained Earnings	\$1,281,528.08
3-9000	Current Earnings	\$63,994.10
	Total Equity	\$9,250,243.48

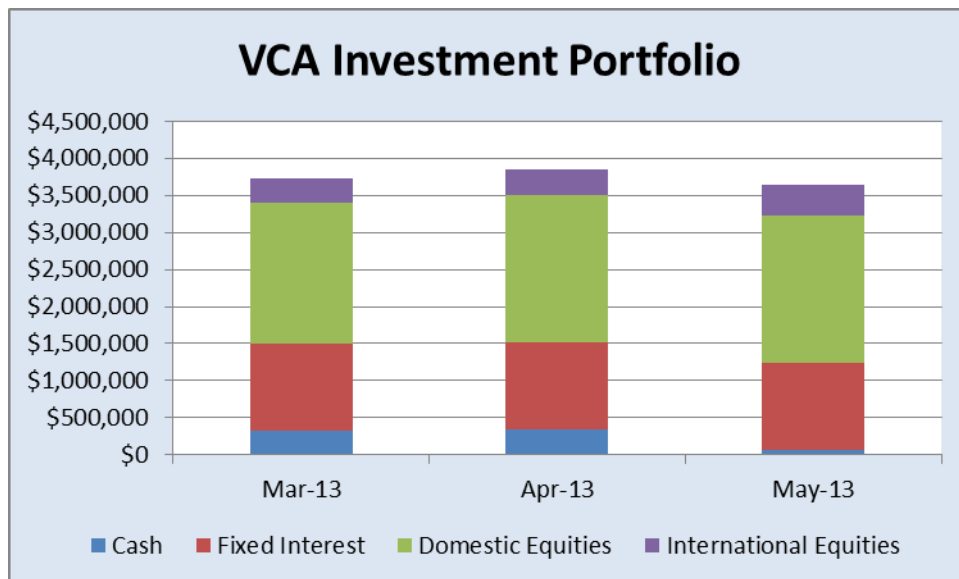
Part II Investment Portfolio`

Performance and Structure for the two months ending May 31st 2013

The performance of our fund for the month of May was a decrease in the value of the fund due in part by our withdrawing \$120,000 from the fund and the overall decline in the Stock Market.

Nevertheless, the fund was up marginally from the end of March 2013 after taking into account the withdrawal of \$120,000. The value of the fund at the end of May stood at \$3.64 million; and would have declined since then. Despite this, it is likely to generate interest and dividends amounting to about \$160,000 in this financial year.

	Mar-13	Apr-13	May-13
Value of Portfolio	\$3,735,334	\$3,856,369	\$3,641,518
Index of Performance	100.0	103.2	97.5
	Mar-13	Apr-13	May-13
Cash	\$326,179	\$342,509	\$69,795
Fixed Interest	\$1,166,500	\$1,167,591	\$1,173,336
Domestic Equities	\$1,911,533	\$2,005,518	\$1,982,150
International Equities	\$331,122	\$340,751	\$416,235



Tournament & Fixtures Committee Report

The preparing of the 2013-14 fixtures has been an arduous task. 109 events spread over 43 weeks means an average of 2 ½ per week. Plus 3 weeks for Eire Cup and Interstate Shield which some VCA events need to be clear of.

However the spread is not even. Busy months are: March 20 events, October 18 and November 15. Quite months are; December 2, January 9 and February 8.

This means that there are many clashes, some with neighbouring clubs. Thanks to those clubs who agreed to change their dates to the days I suggested. Cairnlea will be in use on every weekend except one from 12th September to 8th December.

Due to the Mac Robertson Shield being held in New Zealand from 30th December to 15th January, I received a request from some of the players to move the Victorian Open to earlier in the season. Others were totally against moving the Open from its usual time slot. Plus the very full October / November schedule did not have room to accommodate.

As 8 to 10 of the usual entrants will be in New Zealand we need to encourage the next levels, which normally shy away, to come and enjoy whilst most of the elite are missing.

The Country / Metro AC challenge has been moved to February for the coming season. The May event was cancelled due to lack of players. Moving the event to end of season has not been successful.

The excellent catering provided by Jill at all events has been a great initiative. However we need to encourage more players to use the service, otherwise it may not be viable for Jill to continue.

Payment of Referee's lunches for ACA events needs to be reviewed. I intend to speak to this in more detail at the meeting.

Brian Reither
Chairman

Appointed Officers

Courts Director – Jim Saunders
State Coordinator of Coaching – Adrian Masterman-Smith
State Coordinator of Association Croquet – Lowen Clarke
State Coordinator of Gateball –
State Coordinator of Golf Croquet – Hamish Menzies
State Coordinator of Association Croquet Referees – Brian Foley
State Coordinator of Golf Croquet Referees – Eric O'Donnell
State Handicapper of Association Croquet –
State Handicapper of Golf Croquet – Neville Pope
Historian -
Webmaster –

Appointed Sub-Committees

Coaching - Adrian Masterman-Smith, Lowen Clarke, Ian Bassett, Eric O'Donnell

Handicap – Ian McKee, Neville Pope

Investment Advisory Lorraine Lacey; David Ross, Wendy Dickson

Malletsports Victoria (5);

Referees/Laws/Rules - Brian Foley, Eric O'Donnell, Ian McKee

Selection (Association) - Adrian Palmer, Ian Bassett, Marie Calthorpe, Tricia Devlin, Anne Quinn

Selection (Golf) - Jim Saunders, Lynne Roberts, Anna Miller, Eric O'Donnell

Tournaments & Fixtures – Brian Reither, Jim Saunders, Eric O'Donnell, John Grieves, Anna Miller.

Victorian Croquet Centre

Other Appointed Positions

These positions have not previously been included in this process of nomination and appointment:

AC State Team/State Squad Coach Steven Forster,
AC Development Squad Coach Steven Forster
GC State Team/State Squad Coach John van der Touw
GC Development Squad Coach Eric O'Donnell