



**Minutes of Council Meeting . 21<sup>st</sup> April 2015**  
**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), Brian Rowe Treasurer); Gwen Hamilton, Jim Saunders and Trish Watts (Members).

**1.1.2. Regional Directors:** Brian Reither (Ballarat); Keith Latham (Bayside); Helen Worlidge (EMCA); Sue Colvin (Geelong); Lorraine Gutcher (Gippsland); Janet Richardson (MVCA); Penny Krstev (NDCA); Anne Quinn (NEDCA); John Blackler (SEMCA); Barb McKean (SWCA); Kate Patrick (WMCMA).

**1.1.3. Alternate Regional Directors:** Judy Maynard (GVCA); Heather Strano (NDCA); Shirley Hallinan (WMCMA)

**1.1.4. Observers:** Sandra Kastanaras (VCA Administrator);

**1.2. Apologies:** Wilma Freeman (CoM member); Brian Foley (Bayside)

**1.3. Absent:** Wimmera CA

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

**3. Minutes of Previous Meeting:** The minutes of the previous meeting, held on 17<sup>th</sup> February 2015 were distributed and posted to the VCA website on 21<sup>st</sup> February 2015. Resolved that the minutes be accepted.

**4. Correspondence**

**4.1. In -** 11 Apr 15 from M&P Committee

**4.2. Out –** 27 Mar 15 to M&P Committee re plans

**4.3. Business Arising from Correspondence:** dealt with under Item 6.1.4

**5. Reports**

**5.1. Financial Report:** The Treasurer spoke to his report, explaining projected expenditure and the need to draw down from accumulated interest in the JB Were account. Resolved that the Treasurer's Report, attached at Annex A, be accepted. Further resolved that \$190,000 be drawn down from the JB Were investment account during 2015/16.

**5.2. CoM report:** minutes of 17<sup>th</sup> March 2015 meeting, distributed and posted to the VCA website on 20<sup>th</sup> March 2015.

**5.3. Courts Report:** Jim Saunders spoke briefly to his report, attached at Annex B, highlighting the decision to not replace the mower in the short to medium term and to institute a rotational program of laser top-dressing the courts.

Resolved the reports be accepted.

**6. General Business**

**6.1. VCA**

**6.1.1. VCC**

**6.1.1.1. Maintenance Matters:** The Treasurer reported on tendering process for replacement/repair of concrete aprons and paths at VCC. He advised that the lowest and most comprehensive quote for the replacement of the concrete apron in front of the building was from Northern Masonry Pty Ltd at a cost of \$32,000. Resolved that the Treasurer be authorised to accept the Northern Masonry Pty Ltd quote. **Action: Treasurer**

**6.1.2. State Team Allowance Policy:** Anne Quinn queried the amount allowed for a Gold Medal contestant who is not also a member of the Interstate Team. The

Secretary pointed out that travel costs were the same and there was a difference in two nights' accommodation but that this would be single accommodation as opposed to shared for the team. Resolved that the draft policy be accepted and posted to the website.

**Action: Secretary**

**6.1.3. Strategic Plan – review:** Brian Rowe & Kate Patrick updated the Council on progress, which is continuing. **Action: K Patrick/B Rowe**

**6.1.4. Marketing & Publicity Committee:** The Council considered the correspondence between CoM and the M&P Committee and tried to define the dividing line between Marketing and internal Region and Club matters. It was resolved that the Marketing & Publicity Committee is to concentrate on its role of marketing and promoting croquet across Victoria.

**6.1.5. Business Plan Working Group:** The Treasurer advised that the Business Plan Working Group has met and is waiting for his draft budget before it can finalise the draft business plan. **Action: Treasurer**

**6.1.6. SRV Grant: Local Coaches for Local Clubs:** The Secretary advised that this grant was to be acquitted later this month and that funds would need to be returned as the target of 16 Level 1 coaches had not been met. He was directed to request a report on the program from the State Coordinator of Coaching.

**Action: Secretary**

**6.1.7. VCA Tournaments:**

**6.1.7.1. Management:** Gippsland, MVCA, NDCA and WMCMA all advised that they had members willing to undergo training to prepare them as TM for VCA events at VCC. Brian Reither advised that he and John Grieve were prepared to run a training course, most likely in Sep/Oct 2015 and requested that names be advised to John Grieve as Chair of T&F Committee.

**Action: Regional Directors**

**6.1.7.2. Tournament Entry Review:** The briefing paper provided by the Secretary was discussed and amended (the amended paper is attached at Annex C) and it was resolved to trial the use of online registration as proposed in the briefing paper for the 2015/16 season, with the choice of payment by EFT to the Croquet Victoria account or by cheque/cash, the system to be reviewed in twelve months' time.

**Action: Secretary**

*(Secretarial Note: Shirley Hallinan left the meeting at this point. 2:35 pm)*

**6.1.8. Schools Croquet:** Kenn Boal spoke to the ACA Director School Croquet's report, attached at Annex D

**6.1.9. Ultimate Sport Expo:** The Secretary reported the offer to VCA to participate in the Ultimate Sports Expo to be held at the Melbourne Showgrounds 21<sup>st</sup> – 23<sup>rd</sup> November 2015, noting that this appeared to be a prime opportunity to bring croquet to the attention of our target groups of teenagers, young adults and working age adults. Kate Patrick expressed the opinion that participation would not be worth the effort. Heather Strano, revealing a background in Marketing and Promotion, believed that it was an excellent opportunity and offered to work with M&P Committee on this matter.

Resolved that Croquet Victoria participates in the Ultimate Sports Expo, the Treasurer to include the event in the 2015/15 Budget, and that M&P Committee plans Croquet Victoria participation, updating Council at each meeting.

*(Secretarial Note: Penny Krstev and Helen Worladge left the meeting at this point. 2:40 pm)*

**6.1.10. Seniors Week:**

**6.1.10.1. Seniors Week 2014:** The Secretary reported that he had been in contact with the Department of Health and Human Services, that Croquet Victoria has raised an invoice for participation in Seniors Festival 2014 (as it is now termed) and that he anticipated receiving payment from DHHS shortly and then disbursing it to the clubs that participated.

**6.1.10.2. Seniors Festival 2015:** The Secretary reported that DHHS had offered two alternatives for clubs wishing to participate in Seniors Festival 2015, being registration direct with DHHS or coordination through Croquet Victoria.

He advised that Graeme Gallus is willing to again coordinate Croquet Victoria participation. Agreed that Graeme coordinate 2015 participation.

*(Secretarial Note: Heather Strano left the meeting at this point, 3:00 pm)*

**6.1.11. VCA AGM Preparations:** The Secretary reported on preparations for the 16<sup>th</sup> June 2015 AGM. The Timetable for the AGM and the positions to be filled at that meeting and the following Council meeting is attached at Annex E.

**6.1.12. WCF GC WC 2017:** The Secretary advised that he had received an email from ACA asking if VCA was prepared to host the WCF GC U21 Championship and the WCF GC WC in 2017, suggesting May 2017. After discussion, it was resolved that Croquet Victoria express interest in hosting the events but suggest earlier dates. *(Secretarial Note: Brian Reither, after later examination of the ACA 4 year event calendar and the VCA calendar suggested 19<sup>th</sup> Feb to 4<sup>th</sup> March 2017, with a second preference of 23<sup>rd</sup> April to 6<sup>th</sup> May 2017. These dates have been suggested to ACA.)*

*(Secretarial Note: Heather Strano left the meeting at this point. 3:00 pm.)*

**6.1.13. Outstanding Item List:** This list was examined and it was agreed that some items had been completed and could be removed and that other items, such as pertaining to the Strategic Plan which is currently being reviewed were no longer current. Kate Patrick asked that Serial 9, Action on Declining Tournament Participation Working Group Report, be an agenda item for discussion at the June meeting. The Secretary expressed reservations pointing out the June meeting would not start until approximately 1:00 pm and that appointment of officers and committees would be a large part of its agenda. **Action: Secretary**

**6.1.14. VCA Affiliated Clubs:** Kate Patrick noted that a new club, Corowa Civic CC, had affiliated with NEDCA and VCA. The Secretary advised that another club was forming in NEDCA at Howlong NSW but was yet to affiliate.

## 6.2. ACA

**6.2.1. ACA AGM** The President reported on the recent ACA AGM, advising that the draft Constitution had been adopted although with some reservations and ACA had been advised that VCA would be submitting Motions to the September 2015 General Meeting to amend certain clauses.

**7. Close** The President closed the meeting at 3:25 pm

**8. Next Meetings:**

CoM -	Monday, 18 <sup>th</sup> May 2015 at 11:00 am
AGM -	Tuesday, 16 <sup>th</sup> June 2015 at 11.00 am
Council -	Tuesday, 16 <sup>th</sup> June 2015 following AGM

**Annexes:**

A	Treasurer's Report
B	Courts Report
C	Tournament Entry Review
D	ACA Director of Schools Croquet Report
E	AGM Timetable

## FINANCE REPORT

### 1 VCA Financial Performance

- a. The Balance Sheet and Profit and Loss Statement as at 31 March 2015 are attached.
- b. NOTE – these financial reports are pre-Audit, and there will be some end of year adjustments as required by the auditor. See point 6 below.
- c. The **Budgeted** VCC trading loss for the year to 31 March 2015 is **\$232,584**.
- d. The **Actual** VCC trading loss to 31 March is **\$155,829**.
- e. YTD Actual to Budget:
  - i. Income is down approx. \$31k (last month \$45k)
  - ii. Expenses are down approx. \$108k (last month \$153k)
  - iii. Result is an improved position of approx. \$77k (last month \$108k)
  - iv. The improved result (loss less than budgeted) is mainly due to reduced expenses for VCC Building Repairs (down \$55k as work not done), VCC Courts (down \$8k) and

### 2 VCA Bank Accounts

- a. The bank account balances at month end are as per the Balance Sheet.
- b. The monthly change in cash held:
  - i. Total Banks accounts 28 Feb \$59,858
  - ii. Total Banks accounts 31 Mar \$24,799
- c. This represents a decrease in cash held \$35,059
- d. The JBWere portfolio holds:
  - i. In Domestic Cash \$272,089 (last month \$258,137)
  - ii. Fixed Interest (Dom.&Int.) \$1,118,474 (last month \$1,116,394)
- e. There are no immediate overall cash concerns.

### 3 Recommended Cash Drawdown for 2015/2016 - \$190k

- a. The 2015/2016 Budget is currently in the process of being drafted and it will be presented to the VCA Council's June 2015 meeting for approval.
- b. However, as noted in point 2 above, the VCA Bank Balances are low at \$24k and additional cash will be required before the VCA Council meet again in June 2015 (ACA fees due in June and Concrete works May).
- c. It is expected that revenue and expenses will be largely unchanged from the 2014/2015 year. Therefore, it is most likely the 2015/2016 budget will forecast a loss of similar magnitude, i.e. \$155k.
- d. In addition to the above, the cost of concrete works of approx. \$32k to be undertaken in the 2015/2016 year need to be included.
- e. It should be noted that if additional expense items are approved by the VCA Council and included in the 2015/2016 Budget, then the loss (and cash drawdown requirement) would be increased.
- f. The JBWere projection of Interest and Dividends for the period 1 April 2015 to 31 March 2016 is \$175,493.
- g. It is recommended that the VCA Council approve a Cash Drawdown of \$190,000 from the JBWere Investment Portfolio, being in 2 tranches with the first being immediately for \$130,000 and secondly for \$60,000.

#### **4 JBWere Investment Portfolio**

- a. JBWere reports show the portfolio has a market value of \$4,223,882 (last month \$4,236,260) as at 31 March 2015.
- b. The change from last month's report is a decrease in portfolio market value of \$12,378.
- c. This is not a concern and represents the usual fluctuations in share values.

#### **5 JBWere Investment Committee**

- a. I have asked David Ross (Investment Committee) to request JBWere prepare a report of Interest and Dividends received for the 2014/2015 year, i.e. 1 April 2014 to 31 March 2015. This is needed by the VCA Auditors.

#### **6 Audit of 2014/2015 Financial Accounts**

- a. The Auditor will be at VCA on Wednesday 6 May 2015.
- b. He will review the Accounts with Sandra, and assist with any year-end adjustments that may be required.
- c. The Accounts will then be finalised and rolled over.
- d. The final version of Accounts (post Auditors review) will be presented at the June VCA Council meeting.

**Brian Rowe, Treasurer, 13/04/2015**

- Appendices:**
1. Profit & Loss Account as at 31<sup>st</sup> March 2015
  2. Balance Sheet as at 31<sup>st</sup> March 2015
  3. Balance Sheet JB Were as at 31<sup>st</sup> March 2015

Appendix 1 to  
Annex A to  
Croquet Victoria Council Minutes  
21<sup>st</sup> April 2015

<b>Victorian Croquet Association Inc.</b>			
<b>Profit &amp; Loss [Last Year Analysis]</b>			
<b>April 2014 through March 2015</b>			
	<b>This Year</b>	<b>Last Year</b>	<b>Budgeted</b>
<b>INCOME</b>			
JBWERE	\$0.00	\$151,805.49	\$0.00
VCA AFFILIATIONS	\$77,090.34	\$74,269.56	\$81,350.00
ACA AFFILIATIONS/INSURANCE	\$66,698.74	\$61,096.36	\$71,200.00
MERCHANDISE/PENNANT	\$3,165.16	\$5,780.39	\$3,850.00
TOURNAMENTS	\$13,878.66	\$8,986.00	\$13,100.00
MSV	\$4,594.53	\$4,720.93	\$5,000.00
CATERING/BAR	\$32,423.69	\$40,543.29	\$35,000.00
PREMISES/COURTS/RENT	\$41,660.80	\$43,634.88	\$53,200.00
SRV DEP GRANTS	\$11,280.00	\$9,150.00	\$19,100.00
INTEREST BANK	\$603.33	\$6,526.27	\$1,000.00
<b>Total INCOME</b>	<b>\$251,395.25</b>	<b>\$406,513.17</b>	<b>\$282,800.00</b>
<b>EXPENSES</b>			
ACA AFFILIATIONS/INSURANCE	\$63,046.25	\$58,964.19	\$71,200.00
ADMINISTRATION VCA	\$16,964.08	\$56,519.37	\$22,920.00
COMMITTEES	\$740.37	\$3,426.55	\$2,900.00
MSV	\$4,245.11	\$4,592.78	\$4,800.00
COUNCIL/COM travel	\$5,607.91	\$5,164.28	\$5,200.00
SRV DEP GRANTS	\$1,155.78	\$20,419.06	\$19,300.00
TOURNAMENTS	\$10,190.25	\$8,800.55	\$14,550.00
VCA CENTENARY	\$21,285.51	\$0.00	\$25,000.00
MERCHANDISE/PENNANT	\$5,787.49	\$4,059.15	\$5,500.00
WAGES	\$117,399.64	\$112,161.12	\$122,409.00
VCC BUILDING	\$90,847.59	\$110,782.75	\$146,350.00
CATERING/BAR	\$12,439.50	\$17,614.37	\$10,000.00
VCC COURTS	\$47,041.79	\$46,832.52	\$55,255.00
STATE TEAMS G & A	\$10,473.82	\$8,698.38	\$9,000.00
CROQUET EQUIPMENT	\$0.00	\$1,152.00	\$1,000.00
<b>Total EXPENSES</b>	<b>\$407,225.09</b>	<b>\$459,187.07</b>	<b>\$515,384.00</b>
<b>Operating Profit</b>	<b>(\$155,829.84)</b>	<b>(\$52,673.90)</b>	<b>(\$232,584.00)</b>

**Appendix 2 to  
Annex A to  
Croquet Victoria Council Minutes  
21<sup>st</sup> April 2015**

<b>Victorian Croquet Association Inc.</b>	
<b>Balance Sheet</b>	
<b>As of March 2015</b>	
<b>Assets</b>	
Current Assets	
Bank Accounts	
Bendigo	\$11,552.90
CBA	\$12,645.34
CBA Online Saver	\$601.75
Total Bank Accounts	\$24,799.99
Total Current Assets	\$24,799.99
Withholding Credits	
Accounts Receivable	\$2,485.70
Total Withholding Credits	\$2,485.70
Other Current Assets	
Fixed Assets	
Cairnlea - Land/Building	\$5,290,354.22
Water Tank	\$46,691.24
Plant & Equipment	
Plant and Equipment	\$141,560.68
Office Equipment	\$1,768.18
Fixtures and Fittings	\$1,535.00
Accumulated Depreciation	(\$110,528.48)
Total Plant & Equipment	\$34,335.38
Total Fixed Assets	\$5,371,380.84
Total Assets	\$5,398,666.53
<b>Liabilities</b>	
Current Liabilities	
Accounts Payable	\$1,981.21
Total Current Liabilities	\$1,981.21
Player Insurance	(\$305.45)
Tax Payable	
GST Collected	\$13,330.34
GST Paid	(\$14,389.38)
Payroll Liabilities	\$3,738.00
Superannuation Liabilities	\$313.34
Total Tax Payable	\$2,992.30
Total Liabilities	\$4,668.06
Net Assets	\$5,393,998.47
<b>Equity</b>	
Reserves	
General Reserve	\$7,703,572.44
Asset Revaluation Reserve	\$458,009.81
Retained Earnings	\$1,228,854.18
Current Earnings	(\$157,081.96)
Portfolio JB Were	(\$3,839,356.00)
Total Equity	\$5,393,998.47

**Annex A to  
Croquet Victoria Council Minutes  
21<sup>st</sup> April 2015**

<b>VCA - Portfolio JBWere</b>	
<b>Balance Sheet</b>	
<b>As of March 2015</b>	
<b>Assets</b>	
Assets	
Portfolio JB Were	\$4,223,882.12
Total Assets	\$4,223,882.12
Total Assets	\$4,223,882.12
<b>Liabilities</b>	
Net Assets	\$4,223,882.12
<b>Equity</b>	
VCA - Portfolio JB Were	\$3,899,356.00
Asset Revaluation Reserve	\$331,622.04
Current Year Earnings	(\$7,095.92)
Total Equity	\$4,223,882.12

## **Courts Director Report**

James Hood has had a satisfactory annual review. James has a good working relationship with VCA and vice versa. Both James and management are pleased with the condition of the courts. Players have commented favourably on the presentation of the courts, VCA's primary asset. Well done, James.

James has recommended that, in order to maintain the integrity of the courts, a program of laser top dressing be instigated. As a trial, it is proposed to start with Courts 11 & 12 in 2015. The effect will be that treated courts will be out of action for 10 to 12 weeks. Should the program prove successful it is intended to do courts 1 to 4 in 2016, 5 to 7 in 2017 and 8 to 10 in 2018.

It has been decided to allow \$20,000 in the budget for replacement of the mower. However, it is intended to use that allocation only in the event of absolute need. Our contacts in the 'mower' business tell us that, for \$20,000, we are likely to only buy something very similar to what we now have. We have, therefore, decided to increase the R&M allocation slightly with a view to maintaining what we have in the best condition possible. Council should understand that the mower continues to perform well despite its age.

In addition, it has been decided to obtain a spare set of second hand cutter heads for use when there is sand and grit on the lawns following maintenance. This will extend the life of the quality cutter heads and reduce sharpening costs.

James has taken over responsibility for line marking and his stipend is to be adjusted accordingly.

Please find below the program of works for the coming year.

Jim Saunders  
Courts Director  
9 April, 2015

**VICTORIAN CROQUET CENTRE COURTS MAINTENANCE  
PROGRAM 2015/16**

	<b>Maintenance description</b>	<b>Proposed budget</b>
<b>April</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Fortnightly fertilise and fungicide prevention applications</li> </ul>	Fertilise/ chemicals \$700
<b>May</b>	<ul style="list-style-type: none"> <li>• Fortnightly cutting of all courts</li> <li>• Monthly application of fungicide and fertiliser</li> </ul>	Fertiliser/chemicals \$400
<b>June</b>	<b>HOLIDAYS</b>	
<b>July</b>	<ul style="list-style-type: none"> <li>• Fortnightly cutting of all courts</li> <li>• Maintenance of machinery and equipment</li> <li>• Monthly application of fertiliser</li> </ul>	Fertiliser/chemicals \$150 Maintenance and repairs to mower \$2000
<b>August</b>	<ul style="list-style-type: none"> <li>• Fortnightly cutting</li> <li>• Maintenance of machinery and equipment</li> <li>• Monthly application of fertiliser</li> </ul>	Fertiliser application \$150 Maintenance and repairs to spray equipment \$400
<b>September</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Monthly application of herbicide and fertiliser</li> <li>• Core aerated courts</li> <li>• Scarify dust courts</li> <li>• Soil analysis</li> <li>• Fertiliser and amendments applied</li> </ul>	Topdress hire and soil \$1500 Soil analysis \$150 Fertiliser and amendments for renovation \$2600 Bin hire \$600
<b>October</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Fortnightly fertiliser application</li> <li>• Preventative fungicide Application</li> <li>• Laser top dress courts 11&amp;12 out of action for up to 12 weeks</li> </ul>	Fertiliser/chemicals \$1600 Top dressing @\$4,000/court
<b>November</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Fortnightly application of fertiliser</li> <li>• Application of wetting agent and insecticide late-November</li> <li>• Sharpen mower cylinders</li> <li>• Laser top dressing</li> </ul>	Fertilise/chemicals \$1400 Sharpen mower cylinders \$800
<b>December</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Application of wetting agent</li> <li>• Fortnightly application of fertiliser</li> <li>• Wetting agent application</li> <li>• Scarify all courts early-December</li> </ul>	Fertiliser/chemicals \$1500
<b>January</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Wetting agent application</li> <li>• Fortnightly fertilise application</li> <li>• Insecticide application</li> </ul>	Fertilise/chemicals \$1500
<b>February</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Fortnightly fertilise application</li> <li>• Wetting agent application</li> <li>• Preventative fungicide application</li> </ul>	Fertilise/chemicals \$2000
<b>March</b>	<ul style="list-style-type: none"> <li>• Weekly cutting of all courts</li> <li>• Preventative fungicide application</li> <li>• Apply slow release fertilisers and amendments to improve autumn growth</li> </ul>	Fertilisers and amendments for renovation \$2300

## **VCA Tournaments Payment of Entry Fees and Prize Money**

### **Background**

At its 17<sup>th</sup> February meeting, Council considered a briefing paper on this matter and resolved that VCA move to a system of online entry to VCA tournaments and the payment of prize money by Electronic Funds Transfer. Action on this matter was delegated to the Secretary, Treasurer and Chair of T&F Committee.

### **Current Situation**

Croquet New South Wales uses and Croquet Australia has trialled a system set up by Nick Chapman (Canberra CC). Rather than devising and setting up a new system for Croquet Victoria, Nick has been contacted regarding Croquet Victoria also using his system and he is enthusiastic. The system and site can be viewed at <http://www.thedufferstice.com/>

### **Proposed system**

Flyers for VCA events uploaded to the Upcoming Tournament Calendar pages on the VCA website would contain a link to The Duffers Tice website. At the time of uploading the flyer, the responsible member from T&F would register the event on the Duffers Tice website. Members wishing to enter the event would then register on that website.

An entry is not accepted until payment of entry fees is accepted and there are two variations of payment of entry fees:

- There is also an offline payment option which enables entrants to pay by EFT into the Croquet Victoria bank account. Once entrants register they would be sent a confirmation email with their entry details, including Croquet Victoria's bank details and would be asked to make a direct deposit into that account. The confirmation email would include any other specific instructions required for that tournament.
- Entrants can also be asked to pay via cheque or payment of cash at the tournament.

Payment of prize money would be after the event via EFT. Those eligible for prize money would be asked to provide the Croquet Victoria Administrator with their bank account details and the prize money would be transferred. The exact procedures to be worked out by the Administrator, the Treasurer and the Chair of T&F.

### **Recommendation**

It is recommended that Council endorse the proposed system of using the Duffers Tice website for entry to VCA tournaments commencing August 2015.

## **SCHOOL CROQUET – AUSTRALIA**

When I was appointed ACA Director of School Croquet I sent a letter to the President and Secretary of each of the states to suggest that I meet them or their representative at a time to suit during the recent Eire Cup. Queensland did not reply so I met with the other states as follows

- Tuesday 18<sup>th</sup> March Tasmania Ian Smith
- Saturday 21<sup>st</sup> March South Australia Eileen Ferguson and Neil White
- Sunday 22<sup>nd</sup> March Victoria Kenn Boal
- Sunday 22<sup>nd</sup> March New South Wales Tony MacArthur
- Sunday 22<sup>nd</sup> March Western Australia Bethwyn Johnson

All states were asked the same questions – What do you do? How can I assist? Are you interested in promoting school croquet? Do you agree the youth of today is the future of croquet?

**Tasmania** runs a successful day for Primary Schools once a year in Hobart. There is one tertiary student – actually the captain of their Eire Cup team

**South Australia** has a few Primary schools and about six Secondary schools offering croquet as a sport. They are hoping to start university clubs

South Australia does not charge Affiliation Fees for students

**Victoria** has about a dozen Secondary students playing in Deniliquin and a couple of schools in Ballarat. There are also a few children and grandchildren of current club members who play occasionally. **Western Australia** is working with UWA students at Nedlands

**New South Wales** is the only state to run a state championship at primary and secondary level – not that there are large numbers. The competitors seem to be the children or grandchildren of current members and their friends. All competitors are given a Certificate of Participation, The winner and runner up receive a medal and the Secondary winner a perpetual trophy.

Clubs who conduct school sport activities are given some monetary assistance by Croquet NSW but this only involves eight to ten clubs. The CNSW Executive has been approached to waive Affiliation Fees for school students

All states indicated that they would like to run state championships. I did indicate that I am prepared to visit their states if they think that would help. South Australia has asked that I would address their clubs.

With the support of each state representative I intend to run an Australian Schools Championship on the 27<sup>th</sup>, 28<sup>th</sup> & 29<sup>th</sup> November this year. It will be Golf Croquet and any Secondary School student can enter. THERE WILL BE NO ENTRY FEE. The actual number of days will depend on entry numbers.

The venue is yet to be confirmed. I have been informed that Cairnlea is unlikely to be available so I am to approach Maitland Club and Kenn Boal has offered the use of Rich River.

Personally I really don't care how many entries I receive. We have to start somewhere.

Jacky McDonald  
Director of School Croquet, ACA

**Annex E to  
Croquet Victoria Council Minutes  
21<sup>st</sup> April 2015**

**Timetable for Croquet Victoria Annual General Meeting 16<sup>th</sup> June 2015**

Crucial dates are:

**Friday, 17<sup>th</sup> April 2015:**

- Regional nominations for life membership of VCA due 60 days prior to AGM – Rule 7(a)
- Secretary to call for Nominations for CoM by 60 days prior to AGM – Rule 21.3(a)

**Tuesday, 12<sup>th</sup> May 2015:**

- Nominations for CoM to Secretary by 35 days prior to AGM – Rule 21.3(c)
- Notice of Motion of Special Business to Secretary by 35 days prior to AGM – Rule 15.2(b)
- Appointed Officers and Committee, etc. reports for Annual Report to Secretary.

**Monday, 18<sup>th</sup> May 2015\***

- Secretary to distribute Notice (& Agenda) of Annual General Meeting, 28 days prior - Rule 15.1

**By 11am Tuesday, 26<sup>th</sup> May 2015**

- Notification of Regional Directors to Secretary– 21 days prior to AGM - Rule 20.3(c) -

**Saturday, 30<sup>th</sup> May 2015**

- Nominations for Sub-committees and Appointed Officials to Secretary.

**Monday, 8<sup>th</sup> June 2015\***

- Secretary to distribute Notice (& agenda) of Council Meeting – 7 days prior – Rule 23.1(b)

**By 11a.m. Sunday, 14<sup>th</sup> June 2015**

Notification of Regional Delegates to AGM to Secretary 48 hours before meeting – Rule 12.2

\*The requirement is for 28 or 7 days clear notice – neither the day of notification nor the day of the meeting can be counted in the number of days' notice.

.....  
**Committee of Management - Positions for election at AGM**

President – Mike Cohn (Kew) 2 year term completed;

Treasurer – Brian Rowe (Brunswick) appointed by Council 21/10/14 until this AGM

Ordinary Members

- Gwen Hamilton (Alexandra - Ballarat) 2 year term completed:
- Wilma Freeman (Sale) 2 year term completed.

**Positions for Appointment at Council Meeting**

Auditor (formal qualifications required) -

State Coordinator of Coaching –

State Coordinator of Association Croquet –

State Coordinator of Gateball –

State Coordinator of Golf Croquet –

State Coordinator of Association Croquet Referees –

State Coordinator of Golf Croquet Referees –

State Handicapper of Association Croquet –

State Handicapper of Golf Croquet –

Historian -

Webmaster –

**Sub-committees for Appointment at Council Meeting:** (No. of members in brackets)

Handicap (5 including State Handicappers AC & GC)

Investment Advisory (3 plus Treasurer);

Malletsports Victoria (5);

Marketing & Publicity (5):

Referees/Laws/Rules (8 including State Coordinators of Referees AC & GC)

Selection (Association) (5);

Selection (Golf) (5);

Tournaments & Fixtures (5 including State Coordinators of AC, GC & Gateball)

**Appeal Panel for Appointment at Council Meeting** (Selection Policy 8.5 refers)

Six members, at least two with knowledge of selection procedure (not Council member)