

**MINUTES OF THE SACA BOARD MEETING HELD ON THURSDAY, 27TH MAY,
2021 AT 5PM AT HUTT ROAD**

1.		Welcome by the President
2.		Present President – Lyn Parnell Vice President – Ansi Baumanis AC Director – Roger Buddle Treasurer – Ron McBride Minute Secretary – Di Helier
3.		Apologies – Nil
4.		Conflict of Interest – Nil
5.		Confirmation of Board Minutes of meeting held on 19th April, 2021 Moved by Vice President and Seconded by the Treasurer. Carried
6.		Business Arising
	6.1	Contract for Cleaners There are ongoing discussions regarding this contract. Defer to next meeting.
	6.2	Contract for Greenkeeper Some additions to be added to the draft contract before it is given to David Watchman for approval. David Watchman to provide list of chemicals used so the Treasurer can provide safety data sheets.
	6.3	Casual Country Registration The Treasurer to send an email to ACA regarding the costings associated with the registration fee.
	6.4	ACC Meeting ACC advised they are still working through the Croquet SA request for a 4th lawn. Our request is part of a high level Master Plan involving other stakeholders. A working party to be established by Council with representation of all stakeholders - Mary Marsland to represent Croquet SA. Council is agreeable to a 5 year lease licence agreement with same terms and conditions Croquet SA now have.
	6.5	Allocation of Venue Funding Funding received from the Hire of SACA will be distributed to the group (ie AC or GC state team or Clubs) assisting with the function.
	6.6	Commuserv More discussion required. Deferred to August meeting.
	6.7	Website Roger Buddle to provide specifications as to what is required with the design of the website to Nick Chapman. Moved by the Treasurer that Roger Buddle be appointed as the webmaster. Seconded by the President. Carried.
	6.8	Referee Books The Referee Coordinator, James Temlett will distribute the books to the referees who are on the qualified list. The remaining books are available for purchase from the Croquet SA Office.

	<p>6.9 Board Governance Parbery are working on the Constitution and Policies. Board requested that the final drafts be available in two weeks.</p> <p>6.10 Playing Regulations The draft will be available by the next Board meeting.</p> <p>6.11 Cathy Leske On going.</p>
7.	<p>Vice President Report The Vice President presented a Duty Statement and asked to take on the role of Director of Head Quarters. He is currently maintaining various jobs at Headquarters.</p>
8.	<p>AC Director Report</p> <p style="text-align: right;">SEE ATTACHMENT</p>
9.	<p>Treasurer Report</p> <p style="text-align: right;">SEE ATTACHMENT</p>
10.	<p>Correspondence IN – ACA – Board Minutes C. Broom – Re theft at Hutt Rd Heath Jackson – Resignation from SACA Board OUT – C. Broom – Re Theft at Hutt Road Condolence flowers to L. Parnell Invitations to AC Squad members Secretaries – Covid 19 and Cleaning at Hutt Rd</p>
11.	<p>Board Positions Administration to send our Expressions of Interest for GC Director, Sport Development and an Appointed Board Director with replies to Croquet SA.</p>
12.	<p>12.1 General Business Vice President making up an aluminium peg as a trial. Norwood CC have 40 chairs for sale. The Board agreed to buy them for \$5 each.</p> <p>12.2 GC Wish List Large undercover areas for Lawns 1 & 3 – On Grants list Large Analogue clocks – one for each lawn – On Grants list Black pipe securing devices as at Cairnlea – These are to be purchased Mallet storage racks – Quotes to be obtained</p> <p>12.3 Other GC matters to be considered by the Board Advice on Budget lines – Treasurer will follow this up with Golf Croquet. Need to establish and Organising Committee for ISS in 2022. Expressions of interest to be sent out by Administration. Under 21 Committee – Expression of Interest to be sent seeking a Junior Development Officer. Person to work to promote both AC and GC.</p> <p>12.4 Facebook and YouTube If anyone wishes to post on these to contact Croquet SA Administration.</p>
	<p>The meeting closed at 7.00pm. NEXT MEETING: MONDAY, 21ST JUNE, 2021</p>

ACTION

	TOPIC	ACTION BY
6.1	CLEANING CONTRACT	PRESIDENT
6.2	GREENKEEPER CONTRACT	AC DIRECTOR
6.3	CASUAL COUNTRY REGISTRATION	AC DIRECTOR/TREASURER
6.4	ACC MEETING	PRESIDENT
6.7	WESITE	AC DIRECTOR
6.10	PLAYING REGULATIONS	ADMINISTRATION
11	BOARD POSITIONS – GC DIRECTOR, SPORT DEV. OFF & APPOINTED BOARD DIRECTOR	ADMINISTRATION
12.2	BLACK PIPE SECURING DEVICES	TREASURER
	QUOTES – MALLET STORAGE RACKS	TREASURER
12.3	EOI – ISS ADELAIDE 2022 AND JNR DEV OFFICER	ADMINISTRATION

AC Director Report – SACA Board meeting May 27th, 2021

- Selection

The State Squad members who have accepted invitations are: -

Virginia Arney	Harley Watts
Robyn Short	Dwayne McCormick
Shirley Howlett	Mark Kobelt
Shirlene McBride	Mark Senior
Di Helier	Greg Rowberry
Mary Marsland	David Wise
Tracey Sincock	David Short
Sally Harper	Roger Buddle
	Barry Jennings
	Ron McBride
	Edward Wilson

The first squad training session was held last weekend, May 22/23, and was led by Simon Hockey. The next squad training is on July 24/25. It is proposed to hold one of the training sessions at a country club, possibly Kadina in late October, to shorten the travel for the country members of the squad.

- Events

The Sunday Funday experimental format is progressing. All divisions have played some matches and the overall response has been encouraging.

There are 12 entries in the M E Hatwell Gold Medal event being held on June 22 – 24.

7 entries so far in the Division 2 singles being held on July 5 -8.

- Coaching

Successful coaching clinics were held in the South East and Tumby Bay.

Murray Baum has conducted an inventory of coaching manuals held in SA and will arrange the return of surplus manuals.

- Refereeing

Supplies of refereeing handbooks have been received, including the edition containing interspersed commentary, which will be distributed to all qualified AC coaches free of charge.

SACA Treasurers Board Report

April 2021

Finance

We currently have \$194,742.25 in Current Assets accounts. We have \$21,900.94 in Liabilities. This gives us a total Equity of \$172,841.31.

For March we have had an operating Loss of (-\$3,323.06).

I am still Working on amending the current budget to reflect spending in the remainder of the year and have started on setting up the budget process for the coming financial year. This should be completed by 15th June 2021.

A total check on all Croquet SA assets is almost finished and will be brought to charge on the books as at 1st July 2021.

Risk Management

JSA's and site inspection forms have been completed and are ready for use. Many of the identified risks have been worked on with the others to be either completed during June or scheduled for work.

GRANTS REPORT FOR April 2021.

As mentioned at previous board meetings, we need a wish list from board members so that Ken can tailor each of the grant applications to meet the criteria of the grant against our requirements. Have had a list from GC sub committee but still waiting on others. We missed out on the grant for new balls from the grant for the Elderly which has just been announced.

SPONSORSHIP REPORT FOR April 2021.

Shirlene and I are still canvassing to find someone to fill the sponsorship officer's role.

Should there be any queries please contact me on 0427259751 or croquetsatre@gmail.com

Balance Sheet

South Australian Croquet Association Inc
South Parklands Hutt Road , ADELAIDE SA 5000, Australia

Accrual mode
30 Apr 2021
ABN: 62267815857
Generated 02 Jun 2021

		Total
Asset		
Current Assets		
1-1000	Cheque Account	1,605.28
1-2000	Express Saver Account	72,113.13
1-3000	Term Deposit - lawns expansion	40,000.00
1-3100	Term Deposit	80,000.00
1-3500	Cash on Hand	180.00
1-5000	Trade Debtors	843.84
Total Current Assets		194,742.25
Total Asset		194,742.25
Liability		
Current Liabilities		
2-0340	State Team blazer deposits	200.00
2-1800	Accounts payable	225.95
2-2600	PAYG withholdings payable	-181.99
2-3000	GST Collected	7,098.94
2-3200	Superannuation payable	3,039.68
2-4000	GST Paid	-7,531.64
2-5000	Specified donation	4,750.00
Total Current Liabilities		7,600.94
2-8000	Long Service Leave Provision	14,300.00
Total Liability		21,900.94
Net Assets		172,841.31
Equity		
Current Earnings		
3-1800	Current year earnings	68,138.43
Total Current Earnings		68,138.43
Retained Earnings		
3-8000AR	Retained Earnings	40,032.10
3-9999AR	Historical Balancing Account	64,770.78
Total Retained Earnings		104,802.88
3-9999	Historical balancing	-100.00
Total Equity		172,841.31

Profit and loss

South Australian Croquet Association Inc
South Parklands Hutt Road , ADELAIDE SA 5000, Australia

Accrual mode
01 Jul 2020 - 30 Apr 2021
ABN: 62267815857
Generated 02 Jun 2021

	Total
Income	
4.1 Pennant and Tournament Income	32,236.09
4.2 Lawn & Club House Hire	2,351.82
4.3 Bar Income	2,311.57
4.4 Food and Drink Sales	44.09
4.5 Equipment, Refereeing, Coaching Sales & Income	4.55
4.6 Affiliation and Registration Income	85,864.56
4.7 State Team Income	0.00
4.8 Income from National Events	0.00
4.9 Office and Building Income	167.78
9 Other Income	57,985.45
Total Income	180,965.91
Less Cost of Sales	
5.1 Pennant and Tournament Cost of Sales	1,993.11
5.2 Clubhouse and Lawn Hire Cost of Sales	1,522.23
5.3 Bar Cost of Sales	2,008.18
5.4 Food and Drink cost of Sales	517.88
5.5 Equipment, Refereeing and Coaching Costs	688.47
5.6 Affiliation and Registration COS	0.00
5.7 State Team Expenses	596.33
5.8 National Events Cost of Sales	0.00
5.9 Lawn and Surrounds Care COS	23,998.21
Total Cost of Sales	31,324.41
Gross Profit	149,641.50
Less Expense	
6.1 Clubhouse & Office Expenses	14,846.87
6.2 Communications	1,899.42
6.3 Croquet SA Activities	9,217.85
6.4 Grants Expenses and Distributions	0.00
6.5 Employee Expenses	49,894.67
6.6 Sundry Expenses	574.73
6.7 Volunteer Expenses	1,158.96
Amounts payable to ACA	3,903.59

Event Expenses	0.00
Grounds & Greens Expenses	358.91
State Teams	0.00
Total Expense	81,855.00
Operating Profit	67,786.50
Plus Other Income	
Bank Interest	381.38
Total Other Income	381.38
Less Other Expense	
Total Other Expense	0.00
Net Profit	68,167.88