

WAIMARIE HUTT VALLEY CROQUET CLUB Inc

Minutes of the Executive Committee meeting held on Wednesday 18th September 2019 at the club rooms Walter Nash Park, Taita

Meeting opened at 16.05 by President Terry McBeth.

Apologies: JohnF, MargL **Apologies noted**

Present: RossB, KevinF, LenL DawnD, DavidB, TrevorB, StephanieC, BerylS. GlenysR.

Items to be added to Agenda

Gwen Patchett membership

Waimarie Hutt Valley Colours

Availability of Lawns

State of Clubrooms after party on Saturday evening (Third party event)

The minutes of the previous meeting held on 21st August 2019 have been sent to committee members

Correction to wording regarding Treasurers report. To read JohnF will draw up a set of End of Year Accounts.

Minutes accepted as a true record of the meeting.

Matters arising from Minutes

Bank Signatories – In hand but not yet completed

Coaching – Sunday morning sessions reported as being good value despite the weather being against outside play

Finance report

Written report from Treasurer. Treasurer to provide list of payments for approval each meeting

Treasurer to make Term Deposits as previously agreed, for 12, 18 and 24 months. Interest to be paid on maturity

Get set up for internet Banking

Get Financial report from Darts

Mock-up a set of Club House Committee Accounts

Discussion on use of part of Savings balance to cover the deficit for the next 2 years. Not generally accepted.

Club should do more to avoid the deficit.

Apply to funding agencies for funds for such things as lawn maintenance, Affiliation Fees (WCA and CNZ) and other fixed costs (Container Door)

Ross to discuss with ChrisW the funding application process

The Reduced fees to be revisited next AGM

Inwards Correspondence

1. Christchurch Regional School Competition.
 - 1) 29/8 Warring family, re mallets for St Orans team
 - 2) Correspondence back and forth re travel fees.
2. Tournament Flyers
 - a) 9/9, Palmerston North for 6 October and for 12 – 13 October.
 - b) 28/8 Masters Games Dunedin, 1 – 9 Feb 2020

- c) 30/8 Rotorua Poster
 - d) 1/9 Waikanae Open.
3. Wellington Croquet Assn.
- a) 14/9 Lyn Duncan, Muritai Club, Invite to Open on 28th Sept. (yet to reply)
 - b) Biannual Meeting 25 Sept, 5.00pm Plimmerton
 - c) 22/8 Umpire sessions with Dennis Kerr
 - d) 22/8 to Gaylia re mistakes in handbook.
4. Croquet New Zealand. 21/8, Questionnaire
5. Hutt City Council
- a) CAB; Corrections to our information.
 - b) 22/8 Mayors Office, Invitation to Opening 14 Sept, (replies from his office)

Outwards Correspondence

18/9 Gwen Patchett, welcome back as a member to the club letter.

Discussion was held on the best way to communicate to members the upcoming Tournaments at other Clubs.

Many members do not open attachments or read the website.

A suggestion was made to put all posters in a clearly marked folder in the office, in date order, to be referred to by the session leaders on Club days. A list will be produced by the Secretary and posted on the notice board.

Club Captain's Report

The Match committee needs one further member, at present the Club Captain and BerylS make up the committee.

LenL accepted nomination to the match committee.

The draws for the upcoming tournaments have been posted on the Notice Board, along with the Interclub and Challenge Series competitions.

Waimarie Hutt Valley Club colours

In 2017 a proposal was put to the committee to discontinue the issue of Header ribbons and bars for achievements by players in AC Tournaments and replaced by a spreadsheet to be displayed on the notice board listing the achievements.

The purpose of the colours was discussed and subsequently it was decided to reinstate the issue of Pins and bars as previously. This is in accord with one of the aims of the Club, to acknowledge and celebrate the successes of our members at club and local tournaments as well as National and International. DawnD to check on costs of the header pins and bars. The awards to be made as soon as practicable after the tournament

Similar recognition of suitable achievements to be looked at for GC players.

Lawn availability

Discussion was held on the notification procedure to be adopted advising of the availability of the lawns due to weather, maintenance or tournaments etc. The Club Captain and Lawns convenor to decide and whether text or email sent

Information Leaflet

The final draft of the information leaflet was produced, and modifications suggested. The final design will be commercially printed.

CNZ Questionnaire

TerryM had completed most of the detailed questionnaire.

The Club is to formulate a Risk Management plan. A draft plan was tabled but a working group, Vice President, Secretary and Treasurer, to finalise the plan.

A Health and Safety plan had been formulated.

Session Leaders

Club appointed session leaders for Club days, Tuesday, Thursday and Saturdays. The need for session leaders for non-club days to be assessed on the day.

Clubhouse.

Following the successful opening of the Clubs 2019 – 2020 season, a private function was held in the Clubrooms, which had apparently been arranged through the Hutt Valley Darts Association. The Clubrooms and kitchen were left in a less than satisfactory state. There had been no discussion with WHV Croquet Club prior to the event.

Concern was raised about groups using the rooms wandering on to the lawns. It was decided to erect a barrier of electric fence standards and safety rope or tape prior to further functions not involving WHV Croquet Club.

Darts Association to be advised all future events be notified to the Clubhouse Committee.

The Darts Association to be emailed a copy of the WHV Croquet club programme. It was suggested a wall planner be provided. DawnD to investigate.

There being no further business the meeting was closed at 5.45 pm

The next meeting to be held in the Clubrooms, Walter Nash Park on Wednesday 16th October 2019 at 4 pm

President.....

Date.....