



Meeting minutes

Date	Wed 15 Apr 2026 09:30
Type	Committee Meeting
Venue	Cpc
Attendees	Coleen Cartwright; Deidre Egan; Faye O'Sullivan; Gordana McHugh; Greg Hall; Kathy Barker; Rosie Barnes
Apologies	Bob Hutchinson
Absences	There are no absences recorded.

Item #1. Confirmation of previous minutes

Raised by Deidre Egan

Minutes of the March meeting were confirmed.

Attached files

File name	Type	Size
Mar 2026 Meeting Minutes	PDF	45KB

Item #2. Committee Roles

Raised by Coleen Cartwright

Coleen distributed copies of the committee roles and backups document. Updated the roles document. Noted we will need to revisit after the AGM.

Discussed the need to train members in scoring. We will use the intraclub as a trial.

Attached files

File name	Type	Size
Committee roles and back up	DOCX	20KB

Item #3. Treasurer's Report

Raised by Greg Hall

March report attached.

Attached files

File name	Type	Size
March 2026 Monthly Statement	PDF	297KB

Item #4. Vinyl signage

Raised by Gordana McHugh

Gordana proposed the club purchase a vinyl sign that can be put up at competitions. Estimated cost is \$150.

Agreed to Gordana obtaining quotes for committee consideration.

Item #5. Enjoying the Game

Raised by Coleen Cartwright

Planning by Bob and Ken is on track for the two May competitions:

- Sat 9 May - Intraclub competition
- Sun 24 May - CPC Mixed doubles

Bob and Ken have advised Coleen that they do not need for a tournament planning sub-committee.

Ken has a project management background and is documenting procedures for running tournaments. He will provide reports to future committee meetings.

Item #6. Social Enjoyment

Raised by Kathy Barker

May will be a busy month

9 May Intraclub followed by Happy Hour

24 May - CPC doubles. We expect large numbers - about 90 players. Will include a call for helpers in May newsletter. Proposing to provide soups as well as usual sandwiches, cakes.

Sat 30 May - Trivia night. Leigh will provide info for Coleen to put in newsletter. Charge of \$10 to cover prizes.

Item #7. Membership

Raised by Faye O'Sullivan

No new members this month.

Faye is getting ready for annual renewal process. We will use RevSport invoicing to send emails to members. Coleen and Faye will meet to go through the process before end of May. The priority is to give an accurate list of renewing members to Peanque Australia before their deadline so we don't overpay.

Faye will talk to Rex, Michael and JP about tidying up the office.

Item #8. President's Report

Raised by Coleen Cartwright

Hartwell Probus played petanque with Greg, Coleen and Pam assisting. They hold their monthly meetings at Lynden Park.

Canterbury Primary School asked about hiring the pistes on a Saturday. The request was declined as it clashes with club play.

Good Friday - for clarity next year the calendar will be marked as club closed on Good Friday.

Bendigo Bank grant will arrive within 21 days. Wayne will oversee the contractor doing the works. The quote is unchanged.

Coleen reminded members to maintain the confidentiality of committee discussions. This supports frank conversations where all members can express their views.

See the following extract from [Good Governance - Tips for the Committee by Play By The Rules](#).

Sometimes committees must make hard decisions where not everyone agrees. If an individual disagrees with a decision, try to avoid complaining about it with others in the club. Instead, they should respect the group decision and seek to better understand the views of others.

Being on a committee is about contributing to group decisions in the best interest of the club. Maintaining a level of confidentiality on discussions and decision making is vital for the wellbeing of all members and the stability of the club.

Item #9. Communications

Raised by Coleen Cartwright

May newsletter is on track.

Item #10. JMC Report

Raised by Coleen Cartwright

No update from JMC.

Item #11. Correspondence

Raised by Deidre Egan

Incoming

Date	Description	Action
12 Mar & 27 Mar	Petanque Australia - notices of AGM on 2 April	Noted
20 Mar	Boroondara Club Update newsletter #213	To committee and link to members in newsletter
25 Mar	Boroondara Council data review - request for participation data	Response by Deidre on 9 April
26 Mar	Boroondara Council - Sport for All Workshop invitation (Fair Access Policy) 5 and 12 May 2026	To committee
29 Mar	Petanque Australia Umpiring and Coaching Commission Updates	To committee
2 Apr	Boroondara Club Update newsletter #214	To committee and link to members in newsletter
10 Apr	Inner and Outer East Prevention Partnership - invitation to Sport for All Workshop (Fair Access Policy) 5 and 12 May 2026	Noted
13 Apr	Enquiry about Mum's Day Out event for Canterbury Primary School	Coleen to respond

Item #12. Rolling Actions

Raised by Deidre Egan

Meeting Action	Who	Status
Feb 2026 Complete integrity framework modules	Coleen, Greg, Deidre	Open
Mar 2026 Submit council award nominations by 1 June	Deidre	Open
Mar 2026 Collect information for lifetime achievement awards	Kathy	Open
Mar 2026 Review committee roles document	All	Completed
Mar 2026 Report back on competition planning subcommittee	Coleen	Completed
Apr 2026 Circulate quote for vinyl sign to committee	Gordana	Open

Item #13. Next Meeting

Raised by Deidre Egan

Meeting dates for Wednesdays in 2026 - 13 May, 17 June, 15 July, 19 August, 16 September, 14 October and 18 November. AGM Saturday 5 September.