



2025 ASPAQ Annual General Meeting (AGM) Minutes

for Members & Committee of ASPAQ

VENUE: Queen Alexandra Home, 347 Old Cleveland Road, Coorparoo

DATE: 19th October 2025 (Qld AGM Tournament) TIME: During Lunch Hour

Meeting Opened by: Paul Richards

Time: 12:45pm

1. Attendance:

Present: Paul Richards, Yvette Copley, Martin Waterworth, Arnold Appelhof, Karrin Henderson, Olga Vissar, Ruth Jones, Karen Richards, Gail Hamilton, Diana McManus, Cameron Farlow, Carmel Dodd, Sheryl Davidson, David Bergman, Mary Wilmot, Jill Paterson,
Apologies: Jane Brown, Julie Brice

2. Acceptance of Minutes of 2024 AGM

2.1 Matters arriving from previous meeting

Mailing list

QLD Scrabble Mailing list set up by Paul on a Google Group – members encouraged to ensure they are on the list – as there will be QLD list specific information that may not get published to the OzScrabble list

Venue Levies increased to \$50 for QAH tournaments

This has been implemented across 2025. \$25 hire - \$25 goes to the association

Hand-held word judge

Now in use. Players following rules – check that it is CSW24, hold it up for opposition to see the word before checking

Change of authorities for NAB Bank Account

Bank account changed to RACQ Bank – Yvette Copley and Jane Brown signatories

2.2 Acceptance of minutes Moved: Paul Seconded: Arnold Appelhof

ACCEPTED

3. Receipt of Reports

3.1 President (Paul Richards) M: Paul Richards S: Martin Waterworth

Communications: Check the Queensland Scrabble Website to find out about tournaments – Paul is uploading flyers and registration lists there. Advertise in your local community as much as possible.

Motion: That the President report has been received & taken as read

ACCEPTED

3.2 State Rules Representative (Arnold Appelhof) M: Arnold Appelhof S: Paul Richards

New rules up for discussion

Extra time for people with disabilities. Organised with TD before the game

Playing the blank – circle correctly. Circle the blanks in order when playing a word with 2 blanks

Clarification of conduct – being reviewed to support TDs.

Motion: That the rules report has been received & taken as read

ACCEPTED

3.3 Membership Officer (Jane Brown) M: Yvette Copley S: Karrin Henderson

Motion: That the Membership officer report has been received & taken as read

ACCEPTED

3.4 Treasurer / Secretary (Financial & Event Budgets – Yvette Copley) M: Yvette Copley

S: Paul Richards

Motion: That the Treasurer report has been received & taken as read

ACCEPTED

3.5 Ratings officer/ Website Manager (Martin Waterworth) M: Martin Waterworth S: Diana McManus

Motion: That the report has been received verbally

ACCEPTED

3.6 Queensland Scrabble Hub M: Karrin Henderson S: Ruth Jones

Members are encouraged to engage with and share posts from the QLD Scrabble and Scrabble Hub pages to increase reach

Motion: That the report has been received & taken as read

ACCEPTED

4. General Business

- a. Calendar for 2026 – draft calendar has been done by Martin. Will be sent via QLD Scrabble list for feedback.

Questions for members

- Queensland holding Trans-Tasman 26-28 September 2026
 - o Do we run a local tournament – **YES**
 - o 2 x 1-day tournaments – Sunday and Monday – 27 & 28 September 2026
- QLD Championships avoid clash with WYSC.
- QLD Championships to be held 22-23rd August 2026

If you would like to run a tournament – speak to Paul. Try for a 2-week gap between each tournament.

- b. Levy Charges

Rating levy has gone up to \$2 per player to go to CASPA

ASPAQ levy to remain at \$1 – committee can make changes if needed.

- c. Membership Charges

- Social membership option – Julie

*Social membership should be eligible for half a vote for CASPA purposes and cost half as much as full membership for ASPAQ and CASPA. Social members are not entitled to reduced tournament fees but can elect to receive Across the Board (electronically only). I believe taking this step will help increase our membership and provide more robust insurance cover. The point has been raised in the past that we will lose money if full members opt for social membership instead, but I believe the increased security in so far as insurance go makes this risk worth taking. I also believe that the quantity of existing social members in New South Wales would make up for any shortfall in Queensland in so far as CASPA revenue goes. In addition to this we should urge CASPA to reduce its membership fees to \$10 per annum, \$5 per annum for social membership. **Motion: That we expand our membership categories to include a social membership option and lobby CASPA to do the same.***

For: 1 Against: 15 - MOTION DEFEATED

- c. Constitution

To be handled at a Committee Level

- e. Incorporation - Julie

*This motion has been suggested in the past and voted down but it gives all office bearers security from prosecution and enables us to effectively apply for grants for tournament funding. **Motion: That ASPAQ take steps to become an incorporated association under Queensland law and adopt a modified version of the current model rules***

FOR: 16 – Against: 0 - MOTION PASSED

- f. Any other items

- Youth Membership Form – Jane

Background and reasons:

At present we have one membership form for all. We have had no or very few youth members in past. We have no form which the parent/guardian has to sign.

When signing up a youth member, I have usually tried to remember to get certain details from the parent and make them aware of what is involved.

I feel this is a bit 'ad hoc' and we need a form to cover everything for our sake and the parents.

I will present a proposed form if this is agreed, but for now, the matters I think should be covered are:

Info about child: Name; DOB (month and year only if preferred).

Phone no; Email. (optional)

Allergies and/or medical conditions we need to be aware of.

Info about parent:

Name. Phone no. Email. (Parent also need to indicate which email (child's or parent's to use for e-atbs, etc)

Consent with signature needed for child's name and photos which may appear online and in print.

Signature required from parent stating that:

1. Understand information provided only used for Scrabble purposes.

2. If child left at a venue without parent, then child is under the supervision of a designated Blue Card holding adult. Must not leave premises etc without permission. Emergency contact for that day must be provided

Motion: I propose that Queensland Scrabble develops a youth membership form.

I am asking now that committee approve this in principle, not every detail of suggested content below.

I can present a form for approval later.

FOR: 16 – Against: 0 - MOTION PASSED

- Future QLD Championships – Julie

Motion: That the Queensland championships be held in North Queensland on a triennial basis.

Amended: That the Queensland championships be held on a triennial basis away from the SE Corner

FOR: 14 AGAINST: 2 - MOTION PASSED

- Future AGMs – Teams/Zoom/Google Meet options - Julie

Motion: That future AGM's be able to be joined electronically using a platform such as teams, zoom, or Google meet.

FOR: 16 – Against: 0 - MOTION PASSED

- Review of Insurance Policy by Solicitor (lobby to CASPA) - Julie

Motion: That ASPAQ lobby CASPA to engage a solicitor to review our insurance policy and check for loopholes regarding players that are not members. For more information on this please refer to Susan Roberts previous emails on this matter

FOR: 16 – Against: 0 - MOTION PASSED

- Payment of a computer operator – Karen

We need to start paying the computer operator: Unless we do this, we will never get new blood trained and ready to help in an emergency or take over completely in the long run. NSW has a rule that over 40 players, their computer operator is paid. **Motion: Qld pays the computer operator/tournament director for 30 or more players.** (understanding that this means less money for prizes)

Pay rate to be discussed by committee (\$100?). FOR: 16 – Against: 0 - MOTION PASSED

- Roles within the Scrabble community - Karen

We need to start "succession planning" - given that all those currently running tournaments in Brisbane and the surrounding areas are getting old and cannot continue indefinitely. The first step could be to nominate people for specific roles, such as Equipment Officer, as they do in other states. Other roles could include a Public Relations Person (to approach TV and newspapers etc) and a Social Media person. an Advertising Person,. A Website person. A Tournament Organiser. A Catering person. Maybe a fund-raising person and an Online Play organiser. We already have some of these roles, but if we formalise it, we can then make an effort to have backup persons trained and ready in all areas. **Motion: Establish roles within the community and prepare members to accept those roles.**

FOR: 16 – Against: 0 - MOTION PASSED

- Tournament player recruitment - Karen

We need to make a concerted effort to increase the total number of players supporting tournaments (with a goal to have 30+ at all events). This can be achieved by advertising, and more importantly, by personal contacts to players by organiser/s or other players. Having more players active on Qld Scrabble email list would also help. **Motion: Actively recruit more players to tournaments, starting**

by including 90% or members and potential members on the email list, and 50% on Social media.
FOR: 16 – Against: 0 - MOTION PASSED

- Matchplay - Karen

Can we please restore Matchplay, as least for Brisbane area. I suggest 2 sections (under and over 1300, with top 8 in each division going into playoffs. Maybe we can include areas like Toowoomba, by having them perform the first round in Toowoomba. Do Sunshine Coast/Townsville/Gold Coast want the same option? Note that CASPA does not (yet?) allow the playoff portion to be rated (much to my annoyance!). Hence it is virtually a social event, but fun and challenging.

Motion: Reintroduce Matchplay

Amended Motion: Reintroduce Matchplay with 2 sections, games can be play on Woogles with a supervisor if necessary

FOR: 16 – Against: 0 - MOTION PASSED

5. ELECTION OF OFFICE BEARERS & COMMITTEE MEMBERS

Nominations received prior to AGM for Officer Bearers positions or Committee members positions:

Resignation received prior to AGM: Committee Member – Olga Visser

All positions declared vacant by Paul Richards (President) called for nominations:

5.1 President: Paul Richards

Nominated by: Paul Richards **Seconded:** Karrin Henderson **ELECTED**

5.2 Vice President: Julie Brice

Nominated by: Julie Brice **Seconded:** Olga Visser **ELECTED**

5.3 Membership Officer: Jane Brown

Nominated by: Jane Brown **Seconded:** Paul Richards **ELECTED**

5.4 Treasurer/ Secretary Yvette Copley

Nominated by: Yvette Copley **Seconded:** Paul Richards **ELECTED**

5.5 Ratings Officer, Website Manager: Martin Waterworth

Nominated by: Martin Waterworth **Seconded:** Yvette Copley **ELECTED**

5.6 State Rules Officer: Arnold Appelhof

Nominated by: Arnold Appelhof **Seconded:** Martin Waterworth **ELECTED**

5.7 Facebook Coordinator: Karrin Henderson

Nominated by: Karrin Henderson **Seconded:** Yvette Copley **ELECTED**

5.8 i. Committee Members: Ruth Jones

Nominated by: Ruth Jones **Seconded:** Paul Richards

ii. Committee Members: (new nominations): Gail Hamilton, Karen Richards

Nominated by: Gail Hamilton & Karen Richards **Seconded:** Paul Richards

Final Remarks

Minutes will be sent to committee members for comment before being finalised and published to Scrabble Queensland website.

Meeting Closed: 1:52pm



Paul Richards – ASPAQ President

Yvette Copley – ASPAQ Secretary/Treasurer