

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Monday 17 August 2009 held in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 10.00 am

Present:

Mrs E Earnshaw	President
Mrs M Berriman	Chairman, Operational Board
Miss M Sheepy	Midlands South
Mrs B Brooke	North
Mrs C Tremlett	South
Mrs A Pyke	East
Mrs S Rawles	South West
Mrs S Goulds	Midlands North
Mr J Robinson	Chief Executive
Mr J Green	Finance Director
Mrs A Allsopp	LGU Councillor
Mrs J Clink	LGU Councillor
Mrs L Walker	Minutes

Action

1. Apologies for Absence No apologies for absence had been received. The Chairman welcomed everyone to the meeting.

2. Chairman's Remarks The Chairman congratulated the following:
Georgia Hall, English Girls U13 Champion; Elizabeth Mallet, English Girls U15 Champion; Holly Clyburn, English Girls U18 Champion; Charlotte Wild, English Open Strokeplay Champion; Katie Mundy, English Open Mid-Amateur Champion; Chris Quinn, English Senior Strokeplay Champion. The six regional Women's Champions – Amanda Norman (Suffolk), Ashley Crammond (Warwickshire), Jess Wilcox (Lincolnshire), Hannah Ralph (Sussex), Julia Norman (Devon) and Rachael Goodall (Cheshire) plus the Regional Girls Champions, Gemma Dryburgh (Buckinghamshire) and Jessica Bradley (Devon) and Nicola Foster and Nicola Glover, South Region's Foursomes Champions.

Congratulations were also extended to Amber Ratcliffe, Schools U16 Champion, Katherine O'Connor, Bridget Jackson Bowl: Hannah Barwood, Harper Salver and the Birmingham University Women's team of Lucy Williams, Sian James, Charlotte Hope and Lauren Spray who won the World Student Matchplay Championship in Munich where the field included competing men's teams.

Laura Collin was the most successful English player reaching the semi-finals in The British. Lucy Williams tied for the Scottish U21 title but lost in the play-off and Hannah Burke lost to Lisa Maguire after a seven hole sudden death play off in the Irish Strokeplay. Elizabeth Mallet reached the final of the British Girl's, losing on the 18th hole.

Internationally, Kelly Tidy, Alex Peters, Hayley Davis and Heidi

Baek finished 4th in the European Girls Team Championship and Emma Brown, Jodi Ewart, Rachel Jennings, Hannah Barwood, Holly Clyburn and Charlie Douglass won the silver medal after losing to Germany on the 19th hole in the final match in the European Women's Team Championship.

Jodi Ewart and Rachel Jennings were selected for the Vagliano Team. England won the Girls' Home Internationals in impressive style.

The Chairman extended good wishes to: Kelly Tidy who has been selected to play in the Junior Solheim Cup, Sophie Godley, Bronte law, Elizabeth Mallet and Emily Taylor the U16 team due to play against Spain later in August, Roz Adams, Jo Ashmore, Sue Dye, Janet Melville, Lucy Newton, Chris Quinn and Chris Stirling who make up the Senior European Team as well as the Home Internationals (Paula Parker will replace Chris Stirling) and also the Ladies Home International team – Hannah Barwood, Holly Clyburn, Charlie Douglass, Charlotte Ellis, Nikki Foster, Rachel Jennings, Kelly Tidy and Charlotte Wild.

The Chairman and all the Regional Chairmen extended their best wishes to the County Teams for the County Finals taking place at Pleasington in September.

Before closing the Chairman advised that Jodi Ewart has now finished the US college season ranked 9th in the USA – the best women ever at the University of New Mexico – and named by the national golf coaches in the 'Div 1 All-American 1st team'.

3. Approval of Minutes of 3 June 2009

The Minutes of the meeting held on 3 June 2009 were approved following minor amendments and signed by the Chairman as a true record.

4. Matters Arising

a) Ampleforth College – It is believed the Lady members of the club have now paid their County fees personally. EWGA Memorandum and Articles of Association do not state that clubs may be removed from membership of the Association if County Fees are not paid. The M&As will be amended to make this clearer.

As it is impossible for EWGA to know which clubs have paid their County fees, JR suggested that EWGA be responsible for collecting all fees on behalf of the Counties. The Regional Chairmen felt that there would be some resistance to this from some Counties. It was agreed that a memo would be sent to all County Treasurers, copied to County Representatives and Regional Chairmen, suggesting this action and explaining the benefits to EWGA and the Counties.

JR

b) Elstree Golf Club – It was agreed that this club should become affiliated to Hertfordshire from 2010.

JR

- c) Stress Management Training – Margaret Sheepy has located a person who is willing to carry out this training at an approximate cost of £500 over two sessions. It was agreed to arrange this training for later in the year and attendance would be on a voluntary basis. JR
- d) President 2010/2011 – Nominations have been put to the Management Board for discussion, following which an approach to the preferred candidate would be made by the Management Board.
- e) Joint Management Board/Operational Board Meeting – It was unfortunate that the joint meeting of the two Boards could not go ahead as scheduled on 23 July 2009. It was suggested to rearrange the joint meeting to take place on 26 November to which the in-coming Regional Chairmen would also be invited.
5. To Receive Correspondence
- a) Letters of thanks – letters of thanks were received from: Jessica Bradley, India Clyburn, Lucy Evans, Emma Harris, Sarah Howe, Abi Laker, Alice Watson, West Hill Golf Club.
- b) Shona Malcolm, LGU – A letter from the LGU has been sent to all clubs in which it states that the LGU are reinstating the LGU September Pendant. This will be administered by the LGU who will work in conjunction with Breakthrough Breast Cancer. Clubs will need to apply for the pendant and donate a minimum of £5 and will be for presentation to the player with the best nett score in the September Medal competition.
- c) Torrington Golf Club – JR reported that the Club Delegate has returned the EWGA Trust raffle tickets with a note stating that they are unwilling to sell them on our behalf. JR will write to the Club Delegate. JR
- d) Queens Birthday Honours List – As several unsuccessful applications have been made in recent years, it was suggested and agreed that a list of names and supporting documentation should be prepared in advance of any further requests for nominations. Suggested names will be discussed at the next meeting. All
6. 2010 Operational Board Meeting dates
- The following dates were set for 2010 meetings:
- Thursday 14 January 2010 (following AGM)
 Tuesday 23 March 2010
 Friday 4 June 2010
 Monday 23 August 2010
 Friday 8 October 2010
 Monday 29 November 2010
7. Regional Plates
- Midlands South Region had suggested that a plate should be presented to the club who hosts the Australian Spoons and

EWGA Medals. After discussion it was agreed that no further plates will be purchased.

8. Rules Seminars 2010

There have been approximately 85 applications to date. The questionnaire will be sent out as soon as it is available and should be returned to the EWGA Office for marking. Around 30 delegates will attend each Seminar and will be spread around each county. EWGA will not be reimbursing travelling expenses to delegates. Seminars will need to take place each year to enable EWGA to build an Observer/Referee List.

AP/
MHB

Attendance at the R&A Rules School, held each year in February is by invitation, in past years EWGA have sent a maximum of 2 people – as will happen in 2010. Only three candidates will be sent to the LGU Rules Exam in November. AP to inform them. MHB to contact candidates who will not resit.

9. County Match Weeks

Feedback:

South: A successful week with an exciting finish when Surrey finished strongly.

South West: A successful week and well run – won by Gloucestershire.

North: Successful week but felt it was hard work for the County Representative – won by Lancashire

East: A good week but there was conflict over who should be invited to the welcome party – won by Hertfordshire

Midlands North: A very successful week – won by Lincolnshire

Midlands South: A successful week – won by Warwickshire

10. Regional Women's Championships

Feedback:

South: 54 entries and the format was successful. In future, in an attempt to accommodate more business ladies, qualifying may be held on a Friday with Saturday and Sunday for matchplay. Profit £20.

South West: 49 entries but the location was not suitable. Loss £477.

North: 31 entries, a small loss incurred.

East: 27 entries. 22 played on the first day but only 17 were prepared to play on matchplay days. Loss £140.

Midlands North: 23 entries, a small loss incurred

Midlands South: 30 entries which included a lot of juniors hence there is a suggestion that the Ladies and junior events should be combined in this region.

MHB felt that the low entry figures are disappointing and also felt that it would be unrealistic assume that courses could be booked at weekends. MHB suggested that the format of the competition should be changed to a 36 hole medal. After discussion it was agreed that no changes to format should be made at this time.

11. Australian Spoons

Due to the low number of entries for this event and with Volvo's involvement, a dedicated poster will be produced in an attempt to heighten interest. Regional Chairmen were also asked to

JR
All

- promote the event in their counties and the event should be promoted at the AGM (MHB to mention in report). It was agreed to suggest to Champs and Venues that a minimum fee of £5 per club should be stipulated. MHB
12. EWGA Medal Feedback Regional Chairmen were asked to provide the Tournament Secretary with feedback on the new medal format and that Emma Lowe should also contact golf clubs for feedback on the number of medals held, entry numbers against last year and the division each winner is in as well as a 'qualitative' response.
13. Regional Meetings East: It was reported that tee markers are heavy to transport. After discussion, it was agreed that each Region should purchase one or two plastic crates to hold the tee markers, which should be clearly labelled as 'Heavy' and 'Must be carried by 2 people'. Couriers may be used to move the tee markers around clubs if no other option is available.
- It would appear that another county may be following Essex in not allowing Juniors to enter competitions. It was agreed that JR will produce a policy statement for distribution to all Counties. The Policy will be discussed at the next Operational Board Meeting prior to distribution. Lindsey Hewison is collecting information on how many juniors have won ladies' events. JR
- South West: Enquiries had been made as to why the entry fee has been increased. Disappointment has also been expressed over the restructuring of the County Birdie Squads but JR pointed out that EWGA continue to support these programmes.
- Midlands South: Chris Reeves is to remain as County Representative for another year.
- Midlands North: Would like to align the financial year ends. It was pointed out that many counties already have the same financial year as EWGA and EWGA would not consider changing its year end date again.
- North: The Scratch questionnaire has only been received by 8 out of 32 clubs. The database of club delegates is as up to date as it can be with the information provided. It was agreed that County Representatives will be copied on all future correspondence.
- Induction Day for new Regional Chairmen – MHB proposed that the in-coming Regional Chairmen should be invited to the next scheduled Operational Board meeting, the morning being used to hold a short Operational Board Meeting and the afternoon used as induction sessions for the new members of the Board. The old Executive handbook is to be updated and distributed to new members, together with an EWGA handbook. The session would also include an introductory session by each department head. JR
14. Chief Executive The report had been previously distributed, the main points being:

Report

a) Merger – the last meeting had been cancelled. The next meeting is scheduled for 24 August at which the discussion paper produced by John Petrie and Jim Robinson will be tabled.

The results of the EWGA questionnaire were distributed with the report, the main points made were, equality, head office location and the level of subscriptions.

b) Whole Sport Plan – 50% of the funding has been received. The funding includes the appointment of a 'Widening Access Officer' as well as covering the costs of the Compliance Officer and Volunteer Manager.

c) Management Board Update – The last meeting was held by conference call, this unfortunately meant that the joint Management Board/Operational Board meeting could not take place.

d) Membership Numbers – there are two clubs that have still not paid their subscriptions. Kerry Udall is to be congratulated for the job she has done chasing clubs for payment of subscriptions. Thirteen clubs have not re-affiliated.

e) Progress on CDH – A meeting is scheduled for 3 September for Handicap Advisers. Nemysis have advised that there will be a cost of £8,700 to adapt the system on top of the £2k for branding. JR is to discuss this cost with the EGU. Sue Rawles reported that club systems are not ready to run this system except for Handicap Master and GC Gold.

JR

f) Welcome Booklet – this has been finalised and costs for printing are to be obtained.

g) The Chairman congratulated Lyndsey Hewison on all press releases that have been circulated within the last few weeks.

15. Finance Report

July Accounts are in the process of being finalised but the situation at end June shows total income of £1.02m giving a total accounting profit of £371k and a cash surplus of £33k.

Ring Fenced pot – shows a balance of £20k. It has been proposed that Public Liability Insurance for all Counties be paid from this 'pot' but this is still being considered by the Counties.

Public Liability insurance – Counties are still considering this matter. JG will ask Towergate to provide further details.

Trust – An additional bank account has been opened to control the bursary funding and income from investments. Discussions with HM Revenue and Customs have resulted in the Trust being recognised as tax exempt and a claim of £3k has been made to reclaim the tax paid on investment income. Gift Aid forms are being completed by everyone who has made a donation over the

past few years in order to claim tax credits on the donation. Potentially £7.5k could be reclaimed depending on the number of forms returned.

Website – because of the problem with back-office integration quotes are being obtained for a CRM system which could replace all databases. Appointments have been made with two companies to give demonstrations before it can be decided whether this is the way forward for the Association.

Car Leasing – The free car and first tranche of sponsorship money have been received. Two further cars are due for delivery early in September.

Budget 2009/2010 is being prepared and will be presented at the next Management Board meeting.

16. LGU Report Angela Allsopp distributed the report. There were no further questions.
17. LGU Business Plan A copy of the plan had been distributed, JG pointed out that the plan for incorporation of the LGU will create negative goodwill which is unavoidable. The following points from the plan were raised which will be discussed at the next LGU meeting.
- JR asked for clarification of Clause 16 and whether this meant that assets would be proportionately shared with the national organisation in the event of liquidation of LGU
 - Clause 1.23 – will this mean that VAT is payable
 - How is the Chairman elected, who nominates the Chairman and is she/he a member of the Executive Council.
- The New company will be incorporated under Scottish Rules.
18. Operational Board Chairman 2010 Although the appointment of Chairman of the Operational Board is a Management Board responsibility, a discussion took place around who the Operational Board felt should take this position in 2010 (a name has been forwarded to the Management Board for consideration) and what is stated in the Memorandum and Articles concerning the Term of Office for this post. The Board felt that ideally a Vice Chairman should also be appointed.
19. New Clubs No new clubs have affiliated since the last meeting.
20. Health and Safety JR confirmed that he is responsible for the Health and Safety of the organisation but that the Chairman of the Operational Board should Chair the Health and Safety Committee. The next meeting of the H&S Committee will be at 9.30 am on 14/10.
21. Any Other Business Sue Rawles wished to point out that since the sponsorship of the FirstPoint USA the leaderboard at the Girls' Championship was excellent.

MHB felt that suggestions for team captains have only been put to the Operational Board haphazardly this year and asked for the

views of the other members of the Committee who agreed. JR pointed out that he and Linda Bayman are developing a succession plan for Captains, Managers and other support staff. The board felt that the Association should be training future captains now.

There being no further business the meeting was closed.

22. Date of Next Meeting

The next meeting of the Operational Board will be held on Wednesday 14 October 2009 at 10.30 am in the EWGA Board Room, 11 Highfield Road, Birmingham B15 3EB.