

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Wednesday 4 June 2008 in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 09.30 am

Present:	Mrs E Earnshaw	President
	Mrs R Whitehead	Chairman, Operational Board
	Mrs A Andrews	Midlands South
	Mrs M Berriman	South
	Mrs B Brooke	North
	Mrs S Goulds	Midlands North
	Mrs A Pyke	East
	Mrs S Rawles	South West
	Miss S Harvey	LGU Councillor
	Mr M Hall	Accountant
	Mr J Robinson	Chief Executive
	Mrs L Walker	Minutes

Action

1. Chairman's Remarks and Apologies The Chairman welcomed everyone to the meeting and stated that the Management Board had been invited to meet the Operational Board at 2.00 pm but only Sue Whittaker, Chairman of that Board would be attending.

Apologies were received from Angela Allsopp, LGU Councillor.

The Chairman stated that following an exciting Curtis Cup she wished to congratulate the LGU for their organisation of the event. The Chairman will write to the LGU.

RW

The Chairman congratulated the following: Rachel Connor for winning the Formby Leveret trophy: Kerry Smith, Florentyna Parker, Rachel Jennings and Liz Bennett for winning their matches in Australia: The England U16 team of Heidi Baek, Hannah Turland, Hayley Davis, Alex Peters, Jessica Bradley, Elizabeth Mallet and Sophie Godley for winning the team honours in the U16 Scottish strokeplay championship: Heidi Baek who was third in the Scottish U16 strokeplay championship: Kerry Smith, semi-finalist in the Australian match-play championship: Sue Dye who won the English Seniors Championship: Anna Scott who has won two golfer of the week awards from the Colonial Athletic Association: Hannah Barwood for winning the English Close Championship; Alex Peters for winning the Fairhaven Trophy and becoming the youngest Nottinghamshire Champion at the age of 14: Hannah Turland for winning the Wiltshire Championship, at the age of 13: Jamie Leigh Voss for winning the Leicestershire

Championship at the age of 14: Elizabeth Mallett who has won her third Schools golf title: and Margot Horsburgh for winning the Henry Cotton Award for her services to golf.

2. Minutes of the Previous Meeting

The Minutes of the meeting held on 9 April 2008 were approved and signed by the Chairman as a true record.

3. Matters Arising from the Previous Minutes

a) Members' Pack – JR has asked Lisa Di Placido to put together a proposal for sponsors. There is no money in the budget for the production of the pack and therefore we need to gain sponsors. Lisa and Jim are working with Justine Lawrence on this.

SR asked what it is envisaged the pack would contain. JR responded that it should contain useful information about EWGA plus give-aways such as golf balls and ball-markers but should also be tailored towards Counties in order that County information can be added to the pack. This will provide a tool for Counties to get together with new club members. It is hoped to be able to provide packs by September.

Ann Pyke queried whether specific packs for new junior members would be produced. JR to ask Lisa to give this some thought.

JR

b) County Constitutions – A working group consisting of Marion Jackson, Brenda Bullivant and Christine Reeves is to be set up to help with County Constitutions for Counties who wish to become a Company Limited by Guarantee.

Ann Pyke asked whether this group would also look at County Rules as Hertfordshire need some help in this respect. JR asked AP to email him with Hertfordshire details.

AP

c) Memorandum and Articles of Association – Names and addresses from Counties of the person who will be responsible for signing the special resolution are being collected but there are still a number of Counties who have not responded. LW has sent a reminder to all Counties. Members of the Operational Board will chase Counties in their Regions.

All

d) Replacement LGU Councillor – Sarah Miller, Ros Weston and Jenny Clink were approached regarding this position but both Sarah Miller and Ros Weston had written declining the position. Jenny Clink is keen to be put forward for the position but as she is President of Gloucestershire she did not want to compromise either position. After discussion, it was agreed that Jenny would be an excellent candidate and it was agreed that the duties of an LGU Councillor should not impact on her role as President of Gloucestershire. EWGA will write to the

JR

LGU accordingly and Jenny will take up the position in January 2009. JR will also write to Jenny confirming her nomination had been approved by the Operational Board.

JR

e) Uvostat – An agreement has now been reached with Uvostat. They have agreed to provide sunscreen products to all competitors at EWGA tournaments and also our European teams. For the use of the EWGA logo they will pay £7,500 per annum sponsorship, and they will be included on our website and in an article in our newsletter.

f) Senior European team – Correspondence has been received from Cathy Bowerbank as well as Sue Rawles asking that the decision that the travelling reserve should also act as manager for the team be over-turned.

After considerable discussion it was agreed that 7 members of the team, plus Captain and a Manager will travel but members of the team will be allocated twin bedded rooms rather than singles. If any member of the team would prefer to have a single room, the single room supplement would be at their own expense.

The R&A do give a grant of £10,000 to help with the costs of the Seniors European and Home International events. For this calendar year, the Home International costs will come out of the next financial year's allocation. The R&A will be asked whether they would be willing to increase the grant to cover increased costs of these events.

JR

JR will write to Cathy Bowerbank giving the details of the decision made by the Operational Board.

JR

4. To Receive
Correspondence

a) Letters of thanks – Letters had been received from: Jemma Aldridge, Diane Bailey, Elizabeth Bennett, Jessica Bradley, Holly Clyburn, Hayley Davis, Naomi Edwards, Sian Evans, Lucy Goddard, Georgia Hall, Megan McLaren, Melissa McMahon, Kelly McNulty, Alex Peters, Peter and Margaret Searle, Georgia Snow, Brogan Townsend, Hannah Turland, Olivia Winning.

The Chairman and President had also received letters from: Sian Evans, Florentyna Parker, Derbyshire County Ladies and Ladbrook Park Golf Club.

JR mentioned that whilst attending training sessions he had been amazed at how many girls/parents/grandparents had approached him to thank EWGA for the work that it does.

5. Reports and Matters
from Regional

a) East – queried the Abraham trophy year, this was confirmed as 1 March to 28 February. There was also some

Meetings

confusion regarding the Australian Spoons and after discussion it was agreed that a clarification sheet, to include cost breakdown would be produced and sent to all Regions.

JR

b) Midlands North – requested further supplies of EWGA stationery, this would be supplied at the end of the meeting.

c) Midlands South – Counties that had opted for EWGA to collect the levy on their behalf have complained about the lack of information being given regarding outstanding fees. It was pointed out that changes to the database showing the new regions has only just been completed, therefore it has not been possible to run these reports from the database.

The region also asked that a note should be included in the EWGA handbook that member numbers refer to the previous year not the current year.

d) North – Barbara Brooke asked what the ring-fenced money is to be used for if Regional competitions become self funding by 2009. It was explained that although this is the aim, it is accepted that Regional Competitions probably will not be self funding by then and on receipt of the profit and loss account EWGA will have to decide whether it can offer further help.

It was also queried whether a memento should be given to clubs who hold Regional Competitions. This would mean EWGA supplying 24 plates per year in total. Costs of supplying plates will be looked into.

JR

e) South – Gold and Silver medals produced much discussion. Emma Lowe, in conjunction with Linda Bayman will be producing a paper on how the EWGA medals will be run in 2009. It was agreed that Pearson trophy competition information need not be included in the Handbook and results do not need to be reported back to EWGA.

f) South West – Reported that there had been problems with the distribution of EWGA handbooks and also problems with gaining information regarding subscriptions paid. The handbook distribution list will be looked at for next year.

g) General to all Regions – It was agreed that a debrief meeting with all Regional Chairman will be held when all County match weeks have been held.

It was suggested that EWGA should finance the cost of a referee for match weeks.

Regional Chairmen should not feel obligated to attend all events in their Region as their attendance should be on a PR

basis.

6. To Receive the Finance Report

Mike Hall had previously distributed a Variance Analysis and Forecast for 2008 – 2012.

The figures have not changed significantly from the last meeting but the £15 levy has now been taken out of both the income & expenditure figures. The income has been increased by £3,500 from Uvostat

On Expenditure, heat and light costs have increased significantly and therefore forecasts have been changed to reflect this. The forecast has also been worsened by £15,000. This is the sum transferred to the fund for hosting the International Team Event.

Looking at the overall position Mike reported that, unless any unforeseeable events occur, he is confident that the loss figure of £50,000 should not increase.

Mike had also prepared a 5 year forecast until 2012. Assumptions are based on inflation of 3% and a reduction in membership of 2%. The figures show that for the next two years the inflation increase on subscriptions would cover the assumed reduction in subscriptions, but after 2010, if the membership continued to fall, profits would decline into a loss situation in 2012.

Various other scenarios were discussed. The most serious being if there was any significant reduction in Sport England funding after March 2009. If so, this would have an immediate impact on our profitability unless further actions were taken to reduce costs.

JR reported that he had attended an EGP meeting in London and it was proposed that 'Start, Stay and Succeed' would become 'Grow, Sustain and Excel' and propose the proportional split in funding should be

- 60% sustain
- 15% grow
- 25% excel

7. To receive the CEO Report

JR had previously distributed his report and went through the activities he had undertaken and meetings he had attended since the last Operational Board Meeting.

8. To receive the LGU Report

As the LGU had not met since the report was given at the last meeting, Sonia had nothing further to add. However she did state that the Curtis Cup had been a very successful event, well organised and well supported. SH thanked everyone on

behalf of the LGU for supporting the event and urged everyone to support the British Open at Sunningdale.

9. To receive Sub-Committee Reports

a) ELGA Trust – The financial state of the Trust is poor and only minimal money has been received from the sale of trust merchandise. A letter is to be sent to CJO's asking them to look closely at those applying for grants and target those that are in most need.

It had been suggested that a Pro-Am fund raising event be organised using our Elite players to act as 'Pro'. The Trust Working Group will speak to Linda Bayman in the first instance Golfers, particularly men, would be encouraged to enter a team for the event, and sponsors would be arranged for prizes, but this event is very much in the discussion stage at the moment.

To date, £350 has been received regarding the Trust Stableford competition. Current merchandise will be sold at sale prices and new merchandise such as umbrellas, plastic ponchos and folding chairs will be costed.

Individual grants totalling £3,580 and County Group Coaching grants amounting to £3,640 were awarded, making a total of £7,220.

b) Selection Committee – Minutes had been previously circulated. The Operational Board wished to minute that it had not overruled the decision by the Selection Committee regarding Girls' Home International team, but was purely giving an opinion as requested.

JR advised that Emma Lowe had produced a proposal to change the emphasis of certain championships which will be distributed on her return from holiday.

c) EGU Club Services Committee - Margaret Berriman and Lynn Walker attended the meeting and although very interesting it was agreed that only one representative should attend from EWGA. Margaret Berriman has agreed to attend the next meeting to be held in Bingley.

10. To Receive the Report from the Performance Director

The report had been previously circulated. Linda Bayman had also distributed a proposal for the composition of the Selection Committee. It was agreed that Linda should be asked to expand her proposal.

JR

11. To Receive the Report of the Tournament Secretary

This report had been previously distributed. Anne Andrews reported that the Forest of Arden Golf Club had declined their course as a venue for the European Ladies' Team Championship in 2013. Suggestions for venues of Carden Park and The Belfry will be pursued.

12. To Receive the Report of the Development Manager The report had been previously distributed it was interesting to note that 21 County Golf Partnerships are in place, 2 are in development and 6 are in discussion.
13. To Receive the report of the Compliance Manager The report had been previously distributed and no further comments were made.
14. To Receive the Report of the press officer The report had been previously distributed. JR has asked Lyndsey Hewison to write an article on the three young girls who have won their County Championships for inclusion in a ladies' or girls' magazine rather than a golf magazine.
15. New Clubs and Outstanding Subscriptions There are 3 new clubs:
 Manston Golf Club, Kent
 Woodbridge park Golf Club, Wiltshire
 Bramford Golf Centre, Suffolk

A list of subscriptions still outstanding was distributed. A list of unpaid clubs will be sent to the Regional Committees and a further letter will be sent to unpaid clubs, addressed to the Club Secretary/Manager stating their SS could be rescinded which would mean no lady member would be eligible to hold a CONGU handicap and would not be eligible for County representation..

JR

Only interim payments have been sent to the LGU for their portion of the affiliation fee.

16. Health and Safety There were no Health and Safety issues.
17. Any Other Business
- a) Regional Agendas - It was agreed that the following should be included on Regional Agenda's:
- Outstanding subscriptions
 - Update on welcome packs
 - Notification of special resolution
 - County Constitution re Formation of a Committee
 - Process from Emma Lowe regarding Australian Spoons
 - Date for Conference to be held in 2009
 - ELGA Trust
- b) Meeting dates for the Operational Board will be set at the next meeting.
- c) CONGU – Sue Rawles reported that CONGU is now self-funding therefore they will no longer be charging Unions. This will mean a saving for EWGA of £500.
- d) University Golf – A Golf club may offer a reduced membership to any members who are going away to University

and charge a green fee. This will enable players to retain their handicap.

e) European Golf Association – The EGA have issued a new ruling in relation to caddies in European Team Championships as follows:

‘ Only Team Captains and Team Members may act as caddies’. Penalty clauses are found on the EGA web page under the news section.

f) Anne Andrews congratulated Ruth on her rules question shown on the EWGA website.

g) JR reported that Kirstie Jennings is putting together the disciplinary and compliance procedure.

h) JR reported that he will be undertaking a review of the EWGA handbook,

i) EWGA Pin badges are to be given to members of the Operation Board to take to Championships.

j) Lynn Walker confirmed that name badges for the Operational Board are on order.

k) EWGA medals – Scotland and Wales are looking at involving winners of medals from January to December, the Championship and Venues Committee will discuss whether England wish to follow suit.

There being no further business the Chairman closed the meeting and thanked everyone for the attendance.

The Chairman wished to record apologies received from Ada Parr, Carola Babcock, Carolyn Baker and Jane Longhorn, the Non-Executive Directors, in respect of an invitation to attend a joint meeting between the Operational and Management Boards.

18. Date of Next Meeting

The next meeting of the Operational Board will be held on Tuesday 19 August 2008 at 10.30 am in the EWGA Board Room, 11 Highfield Road, Birmingham B15 3EB.