

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Tuesday 15 January 2008 in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 10.30 am

Present:	Mrs R Whitehead	Chairman
	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
	Mrs A Allsopp	Deputy LGU Councillor
	Mr M Hall	Accountant
	Mrs P Perla	Chief Executive
	Mrs L Walker	Minutes

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| 1. <u>Chairman's Remarks and Apologies</u> | <p>The Chairman welcomed everyone to the meeting and also welcomed Angela Allsopp who was in attendance for Trish Wilson.</p> <p>The Chairman said that it would be an interesting and busy year ahead and reminded everyone that there may be matters discussed at Operational Board meetings which should remain confidential. These items would be detailed on a Confidential page and not circulated to the Regional Committees until the appropriate time.</p> <p>The Chairman congratulated the following: Elizabeth Bennett who won the South Atlantic Championship at Oceanside County Golf Club in Florida, Rachel Jennings who finished 7th in the same Championship and Florentyna Parker who finished 3rd in the Junior Orange Bowl, also played in Florida.</p> <p>Apologies were received from Trish Wilson.</p> | |
| 2. <u>Minutes of the Previous Meeting</u> | The Minutes of the meeting held on 5 December 2007 were approved and signed by the Chairman as a true record. | |
| 3. <u>Matters Arising from the Previous Minutes</u> | <p>4c) Championships and Venues and Rules of Golf Committee – It was reported that Sandra Fraser may be nominated as the Committee member representing the Midlands North region, Sally Goulds agreed to progress. It was also reported that two nominations have been received for the East region member, Val O'Grady (Cams & Hunts) and Judi Walker (Suffolk), PP would progress this matter.</p> <p>4g) Selection Committee – There is still a problem finding Committee members to represent the South West, Midlands South and Midlands North.</p> <p>4y) English Schools Representative – Unfortunately Sue Pigeon has declined the role. PP agreed to prepare a role specification which could be discussed at both Midlands Regional Meetings.</p> <p>5d) Trust Stableford Competition – It would be made clear in the</p> | <p>PP</p> <p>PP</p> <p>PP</p> |

Conditions of Competition sent to clubs that the winner of this competition would be the club with the most stableford points irrespective of how much money they had sent.

6c) Audited Accounts – The Auditors will be working in the EWGA office for two weeks at the beginning of February. Audited accounts should be available on the website from mid-March. Ruth Whitehead and Sarah Miller would sign the accounts on behalf of the 2007 Executive Committee.

9) Update on the IT and Communications Audit – The tender brief for the development of the new website is now being prepared with the assistance of Fiona Harrison from Horizon Solutions.

Internetware has agreed to extend the current contract to the end April. This will enable the tender brief to be circulated on the 25 January for return by 22 February. Subject to cost, it is hoped to appoint a new hosting company by the end of February with development work being carried out during March.

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21) Decisions on the Rules of Golf – the books have not yet been received and it seems likely that we will have to reorder. They should be available for distribution at the Regional meetings.

4. Matters not covered elsewhere on the agenda

a) Appointment of a new CEO – Jim Robinson has been appointed Chief Executive of the Association and a draft press release and personal profile were distributed. Sonia Harvey did express concern that the role was not advertised on the EWGA website. The Chairman pointed out that the post had been advertised in the Telegraph and a number of high profile websites including UK Sport and Sport England and there had been 123 expressions of interest and 28 formal applications and 13 interviews. After a rigorous interview process it was felt that the best person for the role had been appointed.

b) PP reported that Margaret Gliddon has agreed to stand down as deputy to Sue Rawles in the South West. Margaret is still very keen to work as part of the Regional Committee and she hopes that when Val Newell, Somerset's County Delegate retires in 12 months time that she may be appointed to this role.

c) Management Board meeting dates have been set as follows:

Friday 28 March 2008
Friday 23 May 2008
Friday 18 July 2008
Friday 26 September 2008
Friday 5 December 2008

A Management Board Induction day will be held on 14 February 2008 at the Bewleys Hotel, Leeds.

5. To Receive Correspondence

a) The Chairman confirmed that she had received the formal letter of resignation from the Chief Executive.

b) Golf in the Olympic Programme – EWGA has been asked to complete a survey regarding the inclusion of golf in the Olympic programme in an attempt to have amateur golf included in the

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programme. It was agreed that PP will complete the survey.

c) Letters of thanks - Thank you letters have been received from – Laura Barrow, Gemma Clements, Blaize Esmond, Abigail Laker, Kelly McNulty, Charlotte Taylor and Lauren Taylor.

d) Honorary Life Presidents – Following the AGM, PP wrote to all Vice-Presidents inviting them to become Honorary Life Presidents. All were delighted to be invited and all have accepted.

e) Captains and Managers – Sue Rawles has agreed to be Cathy Bowerbank's Manager for the Senior Home International team, Nickie Timmins has accepted captaincy of the Boys v Girls match and Julie Brown has accepted captaincy of the European Girls and Home International teams.

f) Breast Cancer Campaign – EWGA has been asked to endorse the £100 golf challenge to help raise money for breast cancer. However after discussion, it was agreed that EWGA would not endorse this initiative as it is very similar to the LGU's endorsement of Breakthrough in Breast Cancer and may cause confusion in clubs.

g) A letter received from Val Evans requesting funding for the Junior Match Play Finals held between the Midlands Counties was discussed. As it is anticipated that the old Midlands Division should have surplus funds of around £19,000 which would be distributed to the Midland Counties it was agreed that EWGA would only pay £300 towards the cost of the facility fee and prizes for 2008, which would come from the County ring-fenced pot. From 2009 onwards if the participating counties wish the event to continue it must be run and funded by the Counties involved.

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h) PP wished to record that the £15 club levy has caused some confusion as Derbyshire, Cornwall and Surrey had also invoiced clubs for the levy even though it was been agreed that EWGA would collect.

6. To Receive the Financial Report

a) 2009 EWGA Subscription – Mike Hall reported that it was agreed at an EGM in March 2006 that the subscription should increase annually by the rate of inflation as published in the Retail Price Index (RPI) in January each year.

The rate published on the 15 January was 4% so on this basis, the subscription levy will rise by 31.4p, rounded to the nearest 5p i.e. 30p, making the 2009 subscription £8.15. Based on a membership of 121,000 the increase will generate extra income of £36,000 in 2009. The meeting agreed the increase and clubs would be advised in late February.

As stated previously the auditors start in early February to audit the accounts for the 15 months to 31 December 2007. It is still expected the surplus would increase from that projected for the 12 months to the 30 September due to low operating costs during the months of October to December. Due to this the 9 month period to the 30 September is protected as an operating loss.

7. To Receive the Chief Executive's Report

Since the last meeting most of PP's time has been taken establishing the new company and making changes required for

EWGA to come into effect on the 1 January 2008 which included changes required to the website.

PP reported that the Paul Baxter, EGU had telephoned to say that their Management Board, on the advice of the Committee Chairman, had agreed that we should no longer be part of the EGU Scratch Score and Handicap Committee. The main reason for this is as the four year CONGU review is now complete much of the Committees work would focus on Scratch Score. As the EGU operate a different system to EWGA they could see no point in us being involved. As work starts in two or three years time on the next CONGU review it may be appropriate for us to attend their meetings again. Sue Rawles expressed her disappointment at the situation and stated that this was not a decision shared by the majority of the committee but had come from the Chairman of the Committee. PP intended to raise this with John Petrie the new EGU Chief Executive at a forthcoming meeting.

A proposal has been received from Lyndsey Hewison for her to continue as Press Officer this year. The Committee agreed that Lyndsey had done a very good job for EWGA and that she should continue. PP also informed the meeting that a tender had been circulated for the press coverage of the England Golf Partnership activities and that Lyndsey had expressed an interest in this contract.

PP stated that the Selection Committee would like to alter the timing of selection of players for the Girls' Home International Matches to late May. This is to enable them to prepare better as a team and also to overcome the difficulties of selecting the team after the Girls' Championship which means the players only have two or three days to prepare before the start of the competition. This would mean that the team could be announced in May at the same time as the European Girls' team. After discussion, it was suggested that a squad of 10 could be selected rather than a team of 8 with the team being picked from the squad much nearer the time. If the winner of the Girls' Championship is not in the squad she could then be named as a reserve. The committee also had reservations about naming a team as early as it was felt that the competitive season would not have started when selection is made and asked if the team could be selected in late June. It was also suggested that the opinion of Julie Brown as Team Captain could be sought, PP agreed to discuss these points with the Selection Committee, at their forthcoming meeting and the matter discussed again by the Operational Board at their meeting in April. PP

PP informed the meeting that medal entry forms, competition posters, CONGU Handicap and Trust Stableford competition information would be sent to clubs week commencing 28 January 2008. The Operational Board, County delegates and Regional Administrators would be sent the information. PING competition details would be mailed to clubs separately in February.

PP distributed a draft agenda for the Regional Committee meetings, amendments were made to the draft and PP would circulate to the Regional Administrators. PP would also prepare a briefing paper to cover the first meeting. PP

Appointment of Club Delegates – it was agreed that County Delegates would be responsible for collecting the names and contact details of Club delegates and be responsible for forwarding this information to the EWGA office. This would ideally be an Excel spreadsheet and the Office could provide the template so that everyone provides the information in the same format. As the new website is developed we do have an opportunity for this information to be provided and updated by club delegates on line. What is important is keeping the Office and County delegates up to date with changes of people and contact details. The aim is to have all correspondence being sent directly to the club delegates as a way of improving communications.

The Championship, Venues and Rules of Golf Committee would look at whether or not it is possible to standardise the same Conditions of Competitions across the Regions for the regional events from 2009.

Counties running competitions in 2008 that were previously run by the Divisions should produce an income and expenditure account for submission to EWGA. EWGA will cover any losses the Counties incur and any surpluses should be paid to EWGA which will be paid into the ring fenced pot. It is not expected that Regional Chairmen should have to attend regional competitions and it was suggested that County Captain's should be invited to present prizes.

The LGU will not be offering LGU Medal competitions for club golfers 2009. The Championships and Venues Committee will be discussing this matter and decide the best way forward.

8. To Discuss Financial Assistance to Counties

The Board discussed what financial assistance should be given to Counties from the £15 club levy. During the consultation the main concern that was raised was with regard to the additional cost Counties would incur in running an extended Inter County Match week. This was from the small counties in particularly and those that never qualified for sub divisional matches and County Finals. After lengthy discussion no decision could be reached as the Board felt that they did not have enough information about Counties and their financial position. It was noted that one small County had approaching £30,000 in the bank although they had been very vocal about their ability to fund an extended Inter County Match Week. It was agreed that County delegates would be asked to provide a copy of their County accounts and confirmation of the County per-capita levy and whether a club levy is collected.

9. Any other Business

Elizabeth Earnshaw had expressed a wish to be invited to attend Operational Board Meetings and the Chairman felt the Board would benefit from her expertise and knowledge. It was agreed that this was acceptable.

Joy Hunter, National Scratch Score Assessor had telephoned the Chairman to express her concern about PP leaving and who would manage the work of USGA rating and SSS from the office. JH made a very strong point that she felt this area of work had been under funded for many years. During the next few weeks, maybe months there was a need to prepare and issue 9 hole SSS

to clubs to enable clubs to allocated 9 hole handicaps as one of the changes to the CONGU system. This work was currently being done by herself and Nickie Clarke and requested that NC be paid 1 day a week to do this work.

PP explained that this was really raising it's head now because of the extra work needed to allocate clubs with a 9 hole SSS. This on top of the work of releasing the SSS of courses that have been USGA rated does, particularly in the short term, give rise to a significant work load. This issue had never been raised before although PP did have some concerns about the staff having no knowledge in this area which was endorsed by the Board.

The Board did not feel that paying a volunteer was the best solution in the long term but it was agreed, that subject to a favourable day rate from NC and confirmation that she would be responsible for her own tax and national Insurance, that in the short term it was the best solution. Subject to the above JH would be advised that NC could work one day a week for the next 12 weeks but that JH and NC should prepare a recommendation for the Operational Board on the best way forward.

The LGU Councillors stated that an LGU deputy would be required. It was agreed to defer this until the LGU has completed their review. Arrangements were made to cover the next meeting in case the Councillors would not be available.

It was reported that the Bedfordshire Representative has resigned.

A link from the EWGA website to Regional websites will be established and the Welsh Ladies Golf Union link changed to the Golf Union of Wales.

10. Date of Next meeting

The date of the next meeting is scheduled for Wednesday 9 April at 1030 hours.