

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Management Board held on Thursday 29 January 2009 in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 12.30 pm

Present:	Ms S Whittaker (SW)	Chairman
	Mr A Keen (AK)	Non-Executive Director
	Ms C Owens (CO)	Non-Executive Director
	Mr B Richards (BR)	Non-Executive Director
	Mr J Robinson (JR)	Chief Executive
	Mr J Green (JG)	Finance Director/Company Secretary
	Mrs L Walker	Minutes

Action

1. Chairman's Remarks The Chairman welcomed the newly appointed Non-Executives to the meeting, together with John Green, Finance Director and Company Secretary.
2. Apologies for Absence Apologies for absence had been received from Sylvia Perrins.
3. To Approve the Minutes of the Last Meeting The minutes of the meeting held on 18 July 2008 had already been ratified and signed by the Chairman.
4. Induction Pack An Induction Pack was distributed to each Non-Executive Director containing:
 - AGM Agenda and resolutions
 - 2008 EWGA handbook
 - Board Member's handbook, including key policies
 - Staff profiles
 - Summary of the Whole Sport Plan as submitted October 2008
 - Memorandum and Articles of Association
 - EWGA and ELGA Trust Accounts covering last 3 financial years
 - Previous Management Board Minutes
 - EWGA Strategy

The Chairman said that once the Non-Executive Directors had read the above information, if they had any questions they should direct these to Jim Robinson (JR), John Green (JG) or herself as appropriate.

JR also distributed Companies House forms 288a for completion and advised that a press release on the Non-Executive Directors' appointments will be issued after the meeting.

The Chairman advised that a joint meeting of the Management and Operational Boards will be set up in due course.

JR gave a presentation providing an overview of the structure of the organisation including the staffing structure and also an insight into how EWGA is funded and the role of the England Golf Partnership. The presentation also covered EWGA Championships, Training, Development and Child Protection. A copy of the presentation will be distributed by email.

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- Andrew Kean (AK) enquired whether sporting brands, such as Addidas, reacted positively to requests to support the Association. JR stated that to date no real interest had been found although a meeting with Galvin Green is in the diary. AK stated that he has a contact who supports the Scottish Golf Union and will pass the details to JR. AK
5. AGM All resolutions put to the AGM were carried and changes will now be passed to Bates, Wells and Braithwaite (BWB) (Solicitors) for incorporation into the Memorandum and Articles of Association. JR explained that BWB is a London based law firm and asked whether the Board felt that a more local firm should be used. Bill Richards (BR) stated that although BWB was not an expensive company, considering that it is a London based, he would look into finding a recommendation for a more local company for comparison. BR
- There was also agreement at the AGM that up to three additional members could be co-opted onto the Board from within the Association to provide additional operational expertise.
6. AGM Follow-Up Voting Process Working Party – The Chairman gave an overview of the existing voting procedure. JR explained that the voting members are the 35 Counties and that a working group is to be formed to look at the procedures and how these can be revised to make the processes more effective. BR agreed to look at the voting procedures currently laid down in the Memorandum and Articles of Association and give advice to the Working Group. BR
7. Management Board meeting Dates 2009 The following dates were agreed for 2009:
Thursday 26 March 2009
Thursday 21 May 2009
Thursday 23 July 2009
Thursday 24 September 2009
Thursday 26 November 2009
Wednesday 13 January 2010 - AGM (provisional date)
8. Regional Conference It had been intended to hold a Regional Conference for County delegates on 31 March 2009, however as a tight rein must be kept on finances it was suggested that this should be cancelled. In its place EWGA representatives will attend Regional Meetings enabling costs to be kept at a reasonable level. This action was agreed.
9. Merger Working Group Merger talks between the EWGA and EGU are to recommence with the initial meeting scheduled for 27 February 2009 at the Belfry. EWGA representatives on the Working Group will be Sue Whittaker, Elizabeth Earnshaw, OBE (EWGA President), Bill Richards, who will be unavailable for the meeting on 27 February, and Jim Robinson and it is anticipated that an independent Chairman will be appointed to the merger steering group.
- Unsuccessful talks were held two years ago but the Boards of both organisations voted last year to resume discussions.
10. Appointment of Chairman of the Operational Board The Board agreed the appointment of Margaret Berriman as Chairman of the Operational Board for one year. The Board also agreed that the situation would be reviewed at the end of the

year, in view of the proposals made during the 2007 Modernisation Review that the Chief Executive should Chair the Operational Board.

11. Chief Executive Report

JR reported that work is to begin shortly on the new website at a cost of around £45,000. Nemisys has been awarded the contract for this work.

AK asked whether there would be a commercial stream added to the website as commercial concerns may be interested although Chrissie Owens (CO) did warn that e-commerce can be dangerous and care should be taken in this area. CO offered to sit on the working group for the website build and specification – this was agreed.

JR advised that the company trademark is being registered although the registration of the 'rose' logo on its own is causing some issues with the British Tourist Board,

EWGA has agreed in principle to participate in the Central Handicap Database and Golf Central with the EGU but a detailed agreement and timescale have yet to be finalised.

EWGA Trust is to hold a Charity Day on 17 April at Cambridge Meridian Golf Course. It is hoped to get 22 teams to participate and sponsors are being sought for prizes and items for an Auction to be held following the Gala Dinner. Non-Executives were asked to encourage colleagues to sponsor or play in the event.

The Anti Doping Policy was adopted from 1 January 2009. The policy is available on the website.

Use of Distance Measuring Devices is not allowed in EWGA Championships, even though the EGU are allowing their use, a decision made without consultation with other golfing bodies. This will be reviewed at the end of the year.

The decision not to allow the use of buggies in EWGA Medal competitions has now been reviewed and revised, although the condition will still remain for National Championships.

12. Any Other Business

CO is to meet with JR to discuss marketing and the production of a marketing Plan.

The following is to be included on the Agenda for the next Management Board Meeting:

- Potential Sponsors
- Risk Register
- Insurances

There being no further business, the Chairman closed the meeting and thanked everyone for their contribution.

13. Date of Next Meeting

The next meeting of the Management Board is scheduled for Thursday 26 March 2009 at 12.00 in the Board Room at the EWGA Offices.

