

## ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Tuesday 23 March 2010 held in the EWGA Boardroom at 11 Highfield Road, Edgbaston, Birmingham B15 3EB.at 10.30 am

Present:

Mrs E Earnshaw	Chairman, Operational Board
Miss A Irvin	President
Mrs M Gliddon	South West
Miss M Sheepy	Midlands South
Mrs C Slater	North
Mrs C Tremlett	South
Mrs J Walker	East
Mrs J Wright	Midlands North
Mrs J Clink	LGU Councillor
Mr J Robinson	Chief Executive
Mr M Hall	Finance Director (interim)
Mr M Evans	Finance Director and Company Secretary
In Attendance	
Mrs L Walker	Minutes

### Action

1. Apologies for Absence There were no apologies received
2. Chairman's Remarks The Chairman welcomed everyone to the meeting, especially Ann Irvin, EWGA President and Martin Evans, newly appointed Finance Director and Company Secretary.

The Chairman congratulated Emily Taylor, U18 winner by 12 shots of the Hacienda Del Alamo Ladies Open, Amber Ratcliffe, U16 winner by 20 shots in the same event and Bronte Law, winner of the Andalucia Junior European Girls Open Championship.

There are an increasing number of English girls at USA colleges who are making valuable contributions to their college teams, particularly Andrea Downer. Hollie Weatherburn, Katie Mundy, Meliisa Siviter and Nicole Whitemore whose colleges all had winning teams.

Individual successes are: Carley Warrington, winner of the St Andrews Invitational in Florida: Jessica Schiele, winner of the UMHB Lady Cru Spring Invitational: Katie Mundy, winner of the St Edwards Invitational: Melissa Siviter, winner of the Kawah Island Invitational.

Two English teams will compete for the Vilmorin Cup at St Cloud in April, Hannah Barwood, Holly Clyburn and Charlie Douglass and Alex Peters, Kelly Tidy and Charlotte Wild. Also competing in the French Lady Juniors' Championship are Heidi Baek, Hayley Davis, Nicki Foster and Hannah Turland.

Two teams will compete in the Scottish U16 Stroke Play

Championship in April, namely Bronte Law, Elizabeth Mallet and Lauren Taylor and Georgia Hall, Emily Taylor and Brogan Townsend.

The Chairman wished all players every success in these championships.

The Chairman also extended congratulations to Eileen Binding from Enmore Park Golf Club who has received a 'Services to Golf' award from the EGP and Judy Ray from Northamptonshire County Golf Club who has received a 'Services to County Golf Development' award.

Congratulations were also given to Claire Dowling, Margaret Berriman and Jenny Clink (LGU) who all passed the examination at the R&A Rules School at St Andrews.

3. Approval of Minutes The Minutes of the meeting held on 14 January 2010 were approved and signed by the Chairman as a true record.

4. Matters Arising a) Captain's and Coaches Job description – The job description is now available but JR will discuss with Linda Bayman and Pat Smillie before circulation. JR

b) Affiliation Fees – non-payment of subscriptions – Kerry Udall now distributes a monthly list to all Regional Chairmen of clubs that have paid their subscriptions. JR confirmed that the Regional Chairmen are not expected to chase clubs for payment at this stage.

The membership numbers declared by clubs are being checked against County affiliation numbers and the CDH will also be used as a tool to check membership numbers. It was suggested that the final date for payment of subscriptions should be changed to 28 February although this change would require an amendment to the Memorandum and Articles of Association.

5. To Receive Correspondence a) Letters of thanks – No letters of thanks had been received since the last meeting.

b) Lincolnshire Ladies County Golf Association – to be discussed later in the meeting

c) Captain Acceptances – Acceptance letters have been received from all captains.

d) Queen's New Years Honours List – Members of the 2009 Operational Board had put forward nominees for this honour – EE to progress. Wendy Taylor's name has been put forward for the Buckingham Palace Garden parties. EE

e) USGA Course Rater (Team Leader) – The term of office for USGA Course Raters (Team Leaders) is currently 10 years but it is a concern that experienced people will be lost. Following a request from Joy Hunter it was agreed that a term of office may be renewed. This will require a change to the wording on the job

specification and in the Memorandum and Articles of Association.

JR advised that Joy Hunter and Nickie Clarke have requested some office administrative support to assist with their work on USGA rating releases. JR will look into who may be available for this support.

JR

6. EGU/EWGA Merger Update EE reported that Merger Working Groups have been set up and at meetings covering a weekend in January held at Woodhall Spa, all participants were very positive and good feedback received. Recommendations will be made to the Steering Group by the end of April.

EE asked Regional Chairmen to communicate any feedback given following EWGA's meeting of the County Regional Representatives. A delegates meeting should be scheduled in the Regional diary for sometime in September in readiness for a potential EGM in October.

Concern was voiced over the potential loss of key personnel involved in the merger talks at the end of 2010. It was suggested that key people should be asked to continue, with County approval.

7. Chief Executive Report The report has been previously distributed. JR highlighted the main points of his report.
- Merger issues discussed in item 6 above
  - Martyn Evans newly appointed Finance Director and Company Secretary is now in post and a handover is in progress. JR wished to record his personal thanks and the thanks of the Association to Mike Hall for stepping into this post for an interim period to ensure that the Association was not left in a difficult position over the year end and AGM.
  - Blythe Liggins, Company Solicitors have agreed to guide the Association through TUPE requirements in respect of the merger.
  - Due Diligence – a schedule is being compiled to ensure that due process is carried out. A decision has to be made by the Management Board as to whether there is a need for this to be carried out independently or whether we can complete it internally. ME and an independent HR consultant are to ensure that due diligence is followed with regard to staff issues and terms and conditions.
  - La Manga – An agreement has been reached with La Manga, following Chrissie Owen's visit, which will break new ground for the Association. In addition to an initial payment, there will be a new competition developed at La Manga run by EWGA staff. The potential of this type of initiative could be significant.
  - Two meetings have been held with Nemysis, OCS and members of staff, assisted by Nickie Clarke. It now appears that a solution is achievable within the existing agreement to provide the Association with a single point and a single

database. Further meetings are planned.

- Championships - EWGA Medal Entries now closed with approximately 1000 entries received for 600 places. It is hoped that 1000 clubs will participate in the PING tournament this year, giving an increase of 200 clubs. Progress is being made with a venue for the European Ladies' Team Championship 2012 with Rockcliffe Hall Golf Club showing interest in the event.
- Development – Sessions on Safeguarding and Equality, Volunteering and an EGP Induction Program were delivered in February and a County Development Conference held at Woodhall Spa. Kirstie Jennings and Joel Graham-Blake are leading the Women and Girls Strategy work.
- Training and performance – 5 of the 10 TASS scholars enjoyed warm weather training in Arcos Gardens, Spain along with Steve Robinson. Bad weather has hampered pre-season training but cancelled sessions have been rescheduled. Jodi Ewart has advised that she will turn professional before the Curtis Cup. Jodi has made a considerable contribution to EWGA as an amateur.
- Office Matters – The 2010 Handbook is now in print and will be distributed to clubs at the beginning of April. A supplier is still being sought to provide England team pink jackets. The combined Qualifying competition list is now on the EWGA website. Work has now started on the production of the 2011 EWGA diary.
- Marketing – The latest issue of Ladies Links was distributed to clubs at the end of February and e-newsletters continue to be produced monthly. Both newsletters promote a competition for hospitality packages for the 2010 Open Championship at St Andrews and it is hoped that this will encourage sign-ups to our database. Marketing Group meetings generate activity and monitor progress. The commercial proposition for 2010 is being reviewed with particular reference to the packaging of the Order of Merit.
- Equality and Safeguarding – a Home Office/Department of Children Schools and Families/Department of Health workshop has been attended Sport England Safeguarding Standards first two levels have been achieved but the final Advanced level is outstanding. A portfolio of evidence has been submitted to the Child Protection in Sport Unit for consideration by the assessment panel at the end of March. The EGP Youth Forum made a presentation at the CPSU Conference to launch the Call to Action, explaining the effect that being part of the Forum had on them personally and the effects on the EGP.

JR also advised that EWGA has written a letter in support of golf in the Youth Olympics 2016 and inclusion in the Paralympics. Federations have to be affiliated.

8. Financial Update

MH had previously distributed his finance report but highlighted the main points of the report

- The year to date position shows a loss of £52k against a budgeted loss of £49k, this is due mainly to timing differences which are expected to cancel out during the year.
- Last year figures were understated and although this gave benefits last year, the understatements will need to show this year.
- After adjustments, a break even figure is now forecast.

Ring Fenced pot – MH distributed a summary of the account. JW felt that it would be useful for Regional Chairmen to have a running total of the ring fenced pot although MH felt this would create a great deal of extra workload. Profit/losses for each Regional Championship have been updated and any differences are small. It was agreed that other costs, for example, trophy engraving, prizes in addition to travel costs should be included. A statement at the end of each financial year will be issued.

9. Sub-Committee Minutes

a) Handicap Meeting – The Minutes had been previously distributed.

- JW questioned whether players with Inactive handicaps should be allowed to play in County competitions. JR to clarify with Wendy Taylor JR
- Introduction of a single SSS in mixed competitions – CS felt that this practice would be difficult to administer. JR to clarify with Wendy Taylor JR
- iGolf – It was questioned whether this company is proposing to give its members CONGU handicaps or whether handicaps would be similar to the 'Associate Handicap' scheme once administered by the EGU. JR to clarify with Wendy Taylor. JR
- JW questioned the CONGU ruling that NR scores where a minimum of 13 holes has been played may be used towards retaining an Active handicap. JR to clarify with Wendy Taylor. JR

b) Championships and Venues :

i) Medal Finalists – it was questioned whether those players who qualify for a final should be allowed to play in any region of their choosing or tied to their region. MS felt it would be useful to have a breakdown of the 600 finalists and which region their club is in. The Championship Department are monitoring these entries.

ii) DMD's in Order of Merit Events – as some events allow the use of DMD's, it was felt that EWGA should issue an explanation to Counties of why EWGA do not recommend their use. It was felt that if DMD's are allowed in County Championships order of merit points will not be awarded. This will also apply to junior events. Entry forms should make the rules on DMD's clear. EE

iii) County Match Week – late on tee – The 2010 handbook has been amended to read "If the player arrives at her starting point,

ready to play, within five minutes after her starting time, in the absence of circumstances which warrant waiving the penalty of disqualification as provided in Rule 33-7, the penalty for failure to start on time is LOSS OF THE FIRST HOLE in match play. Penalty for lateness beyond five minutes is DISQUALIFICATION.”

c) Rules Seminars – A report had been produced by Anne Pyke and previously distributed. Three Rules Seminars have been held through March at Burnham and Berrow Golf Club, Huddersfield Golf Club and Harpenden Golf Club, all of which had proved highly successful and enjoyable by those who attended. Those who attended the seminars should now be given the opportunity to act as Observers at an EWGA Championship in addition to County and Regional events.

10. Sub-Committee Terms of Reference a) Rules of Golf – Terms and Conditions were distributed and the Board were asked to look at these and bring any comments to the next meeting.  
b) Championships and Venues – The Terms and Conditions need to be amended to reflect the new Rules Committee.
11. EWGA Trust a) 2011 Diaries – The information contained in the 2011 diary will remain unchanged. 3,000 diaries will be ordered for delivery around August with an option of a re-run if sales are good.
12. LGU Report The LGU report was previously distributed and there were no further questions.

JR commented on the LGU meeting held at the recent Golf Forum as follows:

- Women’s World Amateur Rankings are to be introduced next year
- Course rating – there is an ongoing cost involved in course rating which will need to be included in EWGA budgets. Courses are re-rated on a 10 year cycle, outside of this period a charge may be made.
- The Curtis Cup team is to be announced after the Helen Holm Trophy in April, Jodi Ewart cannot be included in this squad as she is to turn professional.
- Future venues for the Ricoh Women’s British Open are:

2011	Carnoustie
2012	Royal Liverpool
2013	Old Course, St Andrews

13. LGU Deputy Margaret Sheepy has been appointed LGU Deputy for one year.
14. Regional Matters The following comments from Regions were made:  
South West - New Members’ Booklet – MG commented that not all clubs in the SW had received the booklets. It should be made clear that these are meant for new members.  
Midlands South – MS commented that those squad players not

selected to play in teams are not being officially informed and that the letter that is sent to selected players is worded badly. JR commented that both issues have been addressed with the Selection Committee.

Midlands North – JW stated that the EWGA medal final rota alternates between a Saturday and a weekday venue on a 6 year rota which needs to be changed to ensure that the same County isn't always committed to finding a weekend venue.

South – CT asked that in future, AGM documentation should be stamped with 'Voting Papers – Important'. CT suggested that the newsletter sign-up should be available as a .pdf for download from the website. CT also suggested that the job specifications for Regional Representatives and County Delegates should be updated.

JR

JR agreed to send a memo to County Secretaries, County Captains, CJO's with a copy to Regional Chairmen explaining how County funding from the EWGA Trust is being phased out.

JR

15. County Finals

a) Funding for Qualifying Counties – Following a letter received from Lincolnshire LCGA regarding funding and feedback from the regions this matter was discussed at length. It was agreed that an additional £1k per qualifying County will be given from the ring fenced pot.

b) Draw for County Finals:

A.	NORTH	D.	MIDLANDS NORTH
B.	MIDLANDS SOUTH	E.	SOUTH
C.	EAST	F.	SOUTH WEST

16. Health and Safety

There were no Health and Safety issues.

17. Any Other Business

EE stated that Margaret Berriman had issued a report on the EGU Club Services Committee meeting. EE thanked Margaret for her work on this committee and confirmed that Carol Slater will take up this position.

EE also wished to record her personal thanks to Mike Hall and wished him well for the future.

Sue Whittaker has proposed holding a dinner for the two Boards followed by a joint meeting the following day. EE to consult with Sue Whittaker and propose dates of 3 and 4 June.

EE

JC asked that a letter be sent to Angela Allsopp thanking her for her work as LGU Councillor.

EE

18. Date of Next Meeting

The next meeting will be held on Friday 4 June 2010 in the Board room at EWGA Offices, 11 Highfield Road, Birmingham B15 3EB at 10.30 am