

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Wednesday 14 October 2009 held in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 10.30 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 J Clink	LGU Councillor
	Mrs L Walker	Minutes

Action

1. Apologies for Absence Apologies were received from Angela Allsopp, LGU. The Chairman welcomed everyone to the meeting.

2. Chairman's Remarks The Chairman began by saying how delighted she was – and knew the Operational Board would be – at Ann Irvine being named as the next President. Everyone would look forward to working with her. The Chairman then congratulated Sue Elliott and Rachael Thomas (Gloucestershire) who won the PING Tournament, more than 16,000 players competed this year. Sally Gallagher and Tessa Mann (Surrey) were winners of the Australian Spoons and Angela Dawson and Jane Jones (Warwickshire) won the Brenda King Foursomes.

The Chairman also congratulated Kelly Tidy (Lancashire) who maintained a 100% record and was top European scorer in the Junior Solheim Cup, played in the USA prior to the main event. Congratulations also go to the 4 girls who played in the U16 mixed team match against Spain: Sophie Godley (Yorkshire), Bronte Law (Cheshire), Emily Taylor (Lancashire) and Elizabeth Mallett (Warwickshire). The English team won convincingly, 9:3. Bronte Law went on to win the North of England U16 (and U14) Championship at Heswall. She is thought to be the first girl to head the leaderboard.

Our English Seniors (Roz Adams, Surrey: Jo Ashmore, Norfolk: Sue Dye, Cheshire: Janet Melville, Nottinghamshire: Lucy Newton, Northumberland, Chris Quinn and Chris Stirling, (both Hampshire) won the bronze medal at the European Team Championship and were runners up at the Seniors Home Internationals - where Paula Parker replaced Chris Stirling.

The Women's team had a slightly disappointing 3rd place finish in

the Home Internationals at Irvine in September.

County Finals produced an exciting finish with the result coming down to the last day match between Lancashire and Gloucestershire: the winner of that would take the final. In the event, Lancashire proved worthy winners.

Other players that deserve acknowledgement are Roz Adams who was runner up in the British Seniors Championship and Hannah Turland was runner up in the British Women's Championship. Hannah led up to the final 9 holes and was finally beaten by 1 shot by Danielle McVeigh.

Further afield, Jodi Ewart continues her good form in the USA. In September she was named as the conference golfer of the month after two 2nd place finishes. Hannah Burke has also made a good start to her season with a 3rd place in Colorado.

Six English golfers have been named in the Curtis Cup squad of twenty. They are: Hannah Barwood (Gloucestershire), Holly Clyburn (Lincolnshire), Charlie Douglass (Hertfordshire), Jodi Ewart (Yorkshire), Rachel Jennings (Staffordshire) and Kelly Tidy (Lincolnshire). We wish them well for the future and will be following their progress with great interest.

3. Approval of Minutes

The Minutes of the meeting held on 17 August 2009 were approved following minor amendments and signed by the Chairman as a true record.

4. Matters Arising

a) Payment of County Affiliation fees – A letter has been sent to all Counties for which EWGA does not collect their affiliations fees on their behalf. Replies have not all been received to date, Regional Chairmen agreed to bring this matter up at their Regional Meetings. It was noted that where a Golf Partnership is in force there may be an additional levy attached to it, in this case EWGA would not wish to collect the Partnership levy.

All

b) Transportation of 'Tee Markers' - Anne Pyke stated that the East Region are purchasing two crates for the transportation of the markers and after discussion it was agreed that this was the best way forward for all Regions. JG emphasised that no-one should struggle with a heavy box. However, where couriers need to be used they should be booked through the EWGA office. Courier costs should be included in the accounts of the competition to which the markers are going and will be reimbursed through the ring fenced pot.

c) R&A Qualified Referees – The Chairman has spoken to the EGU who state that their referees are only sent to Rules School every 10 years, although they do run their own rules sessions in between. In light of the proposed merger of the two organisations it was suggested that EWGA should consider coming into line with this practice.

d) CDH – The EGU are working with men's sections of golf clubs encouraging them to upload their data. The software is being amended to accommodate ladies' sections and it is anticipated that this should be completed by 1 November. James Crampton of the EGU presented the system to EWGA's Handicap Advisors which was well received. EWGA have asked all the delegates to send the names of all clubs in their County operating the UHS manually. The EGU are finding that there are very few clubs not operating the system via ISV software. The EGU have spoken to some of the ISV's to see whether they can help clubs with small memberships with the cost of the software and with support. A form is to be completed putting clubs in the correct County, JR to chase James Crampton for this form.

JR

e) Welcome Booklet – 25,000 copies are being printed and are due to be delivered shortly. The booklet will be sent to club delegates and will be distributed according to the size of club membership.

f) Public liability Insurance – Towergate cannot offer individual counties the premium originally quoted to cover all counties however they will be happy to talk directly to any counties interested.

Barbara Brooke stated that she had been asked whether Senior events can be covered under the EWGA Public Liability Insurance. JG advised that these cannot be covered but should come under the insurance of the club's holding the event.

g) Anne Pyke advised the meeting that the East Regional Women's Championship will be a 36 hole event in 2010 due to the difficulty Bedfordshire had in finding a course to hold a three day event.

5. To Receive Correspondence

a) Letters of thanks – letters of thanks were received from: Sue Aitken, Grace Anderson, Emily Cheshire, Hayley Davis, Sue Johnson, Elizabeth Mallet, Janet Melville, Julie Otto, Alex Peters, M Robertson, Shelby Smart, Hannah Turland, West Hill Golf Club.

b) South Herefordshire Golf Club – This golf club have requested to move Counties from Worcestershire and Herefordshire to Gloucestershire. Supporting letters are required from both Counties, therefore the matter will be discussed at the next Operational Board Meeting once this has been received.

NB: since the meeting correspondence has been received from both Counties giving their agreement for this transfer. The operational Board have therefore agreed this transfer to take effect from January 2010.

6. Honours Nominations

Several names were put forward by members of the Board for future nominations for New Year and Queen's Birthday Honours.

- JR to look back at previous successful applications and bring details of paperwork to the next meeting together with further details of the suggested nominees.. JR
7. Proposed Induction Programme A suggested programme for induction of the new members of the Operational Board had been previously circulated. The Board Handbook is also to be finalised before the induction, to be held on 30 November at 1330 hrs. ljw
8. Amendments to the Memorandum and Articles of Association JR went through the proposed amendments to the Memorandum and Articles of Association, which would form the Resolutions to be voted upon at the Annual General Meeting on 13 January 2010. JR
- JR asked the Operational Board for the definition of County Executive – “those members appointed/elected by the County Association to administer the business of the County”. This definition will be inserted in the Memorandum and Articles of Association.
- JR will discuss suggested amendments with the Chairman of the Management Board and apply if appropriate.
- The resolution documents will be sent to Counties in mid-October.
9. Restrictions on Children Playing in Competitions Kirstie Jennings, Compliance Officer produced a paper on this matter as a consequence of a County Association refusing to allow girls to enter competitions. There are also golf clubs that continue to prohibit girls from entering women's competitions, even though they hold CONGU handicaps. JR
- The Operational Board congratulated KJ on her excellent paper and agreed that EWGA's existing policy on equality and discrimination is current and does not require amendment.
- Counties who do not comply with the policy will not be allowed to enter County Match Week. An official letter from EWGA will be sent to County Secretaries, Captains and Representatives setting out EWGA policies on this matter and stating that sanctions will be imposed if the policies are not complied with, effective from 1 January 2010.
10. Nominations for Captains in 2010 The Selection Committee put forward the following nominations for Captains for 2010.
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|-----------------------------------|-----------------------------------|
| Espirito Santo | Julie Otto |
| European Ladies Team Championship | Julie Otto |
| Ladies' Home Internationals | Chris Williamson |
| European Girls' Team Championship | Faye Sanderson |
| Girls' Home Internationals | Faye Sanderson |
| Overseer SLGA U16 | Sue Over
(Assisting P Smillie) |

Overseer French U21

Chris Williamson
(Assisting L. Bayman)
Sue Coughtrie
(Assisting P Smillie)

North of England U16

European Young Masters

Alex Marshall

JR has spoken with both Pat Smillie and Steve Robinson concerning the results achieved this year and any issues surrounding team and captains and the way forward in 2010. A succession plan for Captains and Coaches will be put together defining roles and responsibilities of both Captain and Manager.

JR

The Operational Board, after discussion, agreed to the nominations put forward with a proviso that Linda Bayman/Jim Robinson discuss role expectations with the Captains/Managers. The Board also felt that supporting documentation/criteria of how the Selection Committee agrees the nominations should be provided in future.

JR

11. Formation of a Rules Sub-Committee

The Chairman proposed to the meeting that the Rules Sub Committee should be reinstated and separated out from the Championships and Venues Committee. The Rules Committee would deal with all rules issues and the organisation and running of Rules Seminars and would comprise 4 people meeting four times a year.

After discussion, it was agreed that the Chairman would write to the Management Board with this request.

MHB

12. Update on Rules Seminars

224 application forms have been received but not all have returned the completed questionnaire. Once all questionnaires have been marked the results will be looked at on a County basis. Ideally, 3 candidates per County will attend the seminars but this will depend on the marks achieved. Dates and venues of the seminars are as follows:

Harpenden Golf Club	2 March 2010
Burham and Berrow Golf Club	4 March 2010
Beeston Fields Golf Club	16 March 2010
Leyland Golf Club	18 March 2010

13. Feedback on County Finals

Congratulations were extended to Lancashire as winners and Hertfordshire as runners-up. It was a very good week although some Counties felt that in future they would be responsible for booking their own accommodation.

Margaret Sheepy commented that it should not be within the referees remit to verify scores in order to update scoreboards, this should be carried out by volunteers.

14. Championships and Venues Feedback
- a) EWGA Medals – The new format seems to have worked well, with more women playing in weekend medals. A questionnaire to gain feedback will be sent to all clubs in January 2010. The results so far indicate an equal spread between silver and bronze players.
 - b) DMD's – The general feeling seems that the use of DMD's should be permitted in club competitions and, possibly, EWGA medals but not in regional competitions and above, Feedback has not yet been received from the EGU. The subject will be discussed at the forthcoming Golf Forum and EWGA will act according to feedback.
 - c) The English Girls' U18 Championship format will change in 2010 to 4 rounds of stroke play, played over 3 days.
 - d) Australian Spoons – Entries will be sent out early and there will be a minimum entry of £5 per club. Clubs will be encouraged to hold an Australian Spoons day.
 - e) The Regional Chairmen were asked to promote the Seniors Championships at their Regional Meetings.
15. Active/Inactive Handicaps
- The decision remains that only those players holding an Active handicap may participate in EWGA medals.
- Players attending Universities overseas may use scores from British Competitions towards retaining an Active handicap.
16. Club and Coach
- The County Academy Programme, which replaces our existing Birdie programmes, is funded by the Club and Coach Fund which came from lottery funding. Stuart Armstrong, England Golf Partnership Golf Development Manager gave an informative presentation on the programme.
- A copy of the presentation is available.
17. Trust Committee Update
- Trust funds are still low although have improved slightly with the On-Line auction bringing in £642, Raffle £3,432 to date, sale of the diaries now at a profit of £4,431 and the Trust Stableford contributions £2,300. JG reported that he has put in a claim from the Inland Revenue for £4,300 as a consequence of Gift Aid forms received, a response is awaited.
- The Trust grant system is to be reviewed in order to ensure that financial help is given to those who need it to enable them to take up the sport or to continue with it and will go back to grass roots level.
- The County training grants will be phased out, although they will be awarded in 2010 as it is realised that Counties have included these in their budgets but only 75% will be awarded in 2011, 50% in 2012 and 25% in 2013 after which they will cease.

It was agreed that Jim Robinson should be made Trustee in place of Sally Goulds. As the EWGA offices are leased in the name of EWGA Trust this move will prevent Trustees names on the lease being changed annually.

JR

Fund Raising for 2010 was discussed and a number of suggestions are being looking into. The Chairman asked members of the Committee to email any ideas for fund raising to her.

Merchandising also needs to be reviewed bearing in mind that new merchandise will mean a significant capital outlay.

No individual grants were awarded but County grants of £4,325 were agreed.

18. Reports from Regional Meetings

No Regional Meetings have been held since the last Operational Board Meeting.

Catriona Tremlett commented that a limit should be placed on how much may be claimed from the ring fenced pot as some Counties run their championships more frugally than others. The Chairman issued details of profit and loss details for all Regions and Regional Chairmen were asked to look at details of why losses occurred in their championships at their next regional meetings.

19. Chief Executive Report

The report had been previously distributed, JR highlighted the main points:

- EGU/EWGA Merger – EWGA have produced a paper outlining its proposals for discussion at the next meeting scheduled for 15 October.
- Funds have now been received from Sport England
- Marketing – the working group has developed a sponsor target list and a major business has shown interest in working with us.

Anne Pyke enquired whether Chrissie Owens had contacted Rolex in relation to sponsoring EWGA Rules Seminars. JR will speak to CO.

The working group has agreed a new font to be used as standard by EWGA. This will be Vectora font and should be used by all Regional Chairman, and Regional Administrators as well as all staff. Lisa Di Placido will email instructions of how to download the font to all concerned.

The brand guidelines are now finalised and the new EWGA letterhead agreed.

- Sponsorship – although sponsorships with FirstPoint USA and also Volvo were initially for 12 months it is expected that these will be renewed in 2010.

JR

20. Finance Report

The report had been previous distributed - the main points being:

- The financial year ended on 30 September 2009 and the Auditors, Heathcote and Coleman, will soon commence their audit. The surplus target for end of year is £40k.
- Next year's budget has been agreed by the Management Board, which is broadly in line with this year. At the moment a slight deficit is showing but a budget challenge has been set for all budget holders to come in under budget as budgets are tight with no room for manoeuvre or contingencies built in.
- A separate bank account has now been opened for the ring fenced pot which shows an amount of £19k in available funds. MHB asked if in future the net surplus/deficit could be split out to show the costs of regional meetings and the costs/profits of regional competitions.
- The investment strategy of the Association is under review but investment tracking is beginning to improve.
- IT Strategy – The Website build has been put on hold because of problems with the integration of the back office systems. Presentations by three CRM database providers have been received but the matter is still ongoing. Nemysis has completed the Website Home Page and navigation system and JG will be meeting with them shortly.

21. LGU Report

This report had been previously distributed and taken as read but with the following comments:

- EWGA has not yet received the LGU Resolution that needs to be voted on at the EWGA AGM. The AGM 'booklet' containing all Resolutions must be with our printers by week commencing 2 November therefore it is essential that this is received as soon possible.
- It was stated that when distributing pin badges at National events, other Associations would like to receive the pink rose 'European' badge, rather than the plain EWGA badge. JR to look into this.
- JR commented that he had received a letter from a County asking what the consequences would be if a club withheld the LGU subscriptions. Jenny Clink will raise this question with the LGU.

JR

JC

22. Health and Safety

There were no Health and Safety issues.

23. Any Other Business

- Brenda King Foursomes - as the date of this event in 2010 clashes with the Senior Home Internationals it was asked whether the date could be changed. The matter is to be referred to the Championship and Venues Committee.
- Speed of Play – it was suggested that a flag system indicating slow play should be used. This will be discussed by the Championship and Venues Committee
- Sally Goulds presented a copy of the Wrekin Golf Club Centenary Book to both EWGA and the LGU.

- Senior Ladies' International Tournament – Vivien Saunders had asked that this event be included in the EWGA Fixture List – this was agreed.
- Silver Tee Award – to be discussed at the meeting scheduled for 30 November 2009.
- Joint Management/Operational Board meeting, 26 November 2009. A short bio of each member of the Operational Board is to be provided by Regional Chairmen and LGU Councillors to the Operational Board Chairman.

All

There being no further business, the meeting was closed.

24 Date of Next Meeting

There will be a joint meeting of the Management/Operational Boards on 26 November 2009, to be held in the Board Room at the EWGA offices, Highfield Road at 2.00 pm, following lunch at 1.00 pm.

The next Operational Board Meeting will be held on 30 November 2009 in the Board Room at the EWGA offices, Highfield Road at 10.30 am.