



Veteran Women Golfers' Association of NSW Inc.  
ABN 24 579 113 181  
Suite 405, 32 York Street, Sydney, NSW. 2000

## MINUTES

Committee Meeting held at Bonnie Doon Golf Club on Wednesday January 27, 2016  
Commencing at 10.30 am

### 1. Welcome/Present:

President: Lyn Walker (LW), Vice Presidents: Nancye Cullen (NC), Virginia Hewitt (VH), Secretary: Jenni Brown (JB), Committee: Lesley Paradine (LP), Jacky Parsons (JP), June Moore (JM), Pat Ellis (PE)

President started the meeting at 10.45am and welcomed those present, noting her main focus for 2015 was on governance, particularly policy guidelines and the constitution. The 2016 focus would be on tournament management. She thanked all for re-standing on the committee. She asked that if any issues arose to speak with her immediately and not let them fester.

### 2. Apologies:

Geraldine Steele (GS), Vanna Mutton (VM) It was noted that GS had missed 4 consecutive meetings.

### 3 Confirmation of minutes of meeting held November 4, 2015

Moved: VH                      Seconded: LP

### 3b. Business Arising

- \* Constitution (LW) - Dept. of Fair Trading has been notified of changes and they have accepted them. Our solicitor R Travers was notified. The constitution was redone. VH noted that it should go on the website under Delegates / governance
- \* Name Badges: LW & VH went to Abbey Trophies at Miranda Westfield. Quote was \$20 each on a one off basis with silver background, name and our logo. LW then contacted a company in Qld that GS had received information from and 10 badges would cost \$14.50 each plus \$11 postage. Orders over \$75 would be post free. 11-24 badges \$11.50 each +GST = \$13 or a draw down offer of 50-99 at approx. \$7 ea. LW will follow up on the draw down deal. It was decided to deal with this company for the outstanding badges and ask for feedback from delegates.
- \* Pitch Repairers, Hat clips and Keyring order: JB to respond with dissatisfaction that the order had not been as requested with the current logo on them. It was unfortunate that NC had been so efficient and paid for these items immediately as items might more easily be returned and dealt with.
- \* Guidelines for Country Tournaments: (LW, JP) Minor changes to be incorporated and then to be send out to 2016/2107 clubs.

### 4. Correspondence (Attachment 1)

Moved: JB                      Seconded: JP

### 4b. Business Arising

- \* Sonia Young (NSW del) had a query re badges- JB contacted Sonia about this special request.
- \* NC thank you for refund of Nepean Sponsorship- JB to deal with letter of thanks asap.

## **5. Financial Report (Attachment 2)**

Moved: NC                      Seconded: VH - with adjustments

### **5b. Financial Matters**

- \* Note \$3000 in the wrong spot on the Dec reconciliations- NC to adjust.
- \* LW asked NC to compile a set procedures for processes for both banking and EFT which must be followed by all the committee to ensure consistency.  
NC asked for reasoning for 2 separate sheets. VH said it was easier to check. NC noted that 2 amounts were different on sheets.

## **6. Membership Report (Attachment 3)**

Moved: VH                      Seconded: JM

- \* VH asked if committee would check if people transferring clubs were financial before they deal with blue cards.
- \* Noted that Walgett had re-joined
- \* Currently there are 939 ladies not re-joining - it is usually around 1400 a year
- \* JP asked for reasons for not re-joining - VH responded : age and health mainly. Also some clubs had partially paid and the computer notes the remainder as unfinancial. Some smaller clubs don't renew.
- \* VH asked for suggestions on renewals- stickers and blue cards.
- \* LW noted about 1/3 of clubs don't have computers to access.
- \* NC asked for reminders to be sent out re outstanding subscriptions.

## **7. Tournaments**

- \* Match minutes 16/12/15
- \* Standardisation of prizes for tournaments- left until later.
- \* Conditions of play - updated conditions handed out by JP. LW and JP had reworked the conditions and asked that the committee read and advise any changes to JP by Wed Feb 3.
- \* Discussion on whether the closing date for tournaments be changed to two weeks prior. It was decided to leave at the three week time frame this year.
- \* LW reported that she had decided to disband Match Committee as the committee had fulfilled its role in dealing with the outstanding issues in 2015. JP is to be Head of Tournaments and will co opt people as necessary to deal with each event. All committee members are to be involved in tournaments with a local committee to be available (if possible) to decrease costs. NC noted she would not be available to do Penrith due to a conflict of interests. JP would have overall responsibility at every tournament.
- \* Software programme - the one chosen had many positives but it was not able to be connected to golflink so in the end is of little use despite the very reasonable price.  
LW & JP to arrange an appointment with Golf NSW to discuss our alternatives in looking for a programme to deal with our needs for our tournaments.
- \* NC has created a spreadsheet which will convert GA handicaps to Daily Handicaps to be used to help with the draw for each tournament.

- \* Tournament managers list: Cronulla- VH; The Coast and Lakeside - NC; Long Reef and Kooindah Waters - JB; Moore Park and Bankstown - tba; Penrith -JP; North Ryde - JP. At all tournaments the match committee for the tournament will be JP plus the nominated tournament manager. The tournament manager (non-playing) will receive a travel allowance. Two playing committee members are required - one early to help with cards at the end and one at the end of the field to help with registration and assist with any problems.

### Metropolitan

Mona Vale - JP and LO to manage, LW,VH,JB playing and LW to officiate.

JP to contact Joan Dunn (delegate) **The Coast** to confirm 2016 green fees.

### Country

- \* Mudgee(March 7/8)- advised that carts have been fully booked for their tournament. There were still around 50 spaces available to enter. LW sought approval to pay the \$1 000 sponsorship. Committee approved. LW asked the delegate to seek a meeting of all delegates in attendance and suggested the VWGA provide some refreshments- all agreed.
- \* 2017 Tournaments to be held at: Nelson Bay, Pambula-Merimbula (March), Casino (August), and Wentworth Falls
- \* NC suggested that the finance committee look at prize guidelines
- \* Gundagai - LW sought approval to pay initial \$500 sponsorship- all agreed. NC asked if the host club could apply in writing for this money before payment so she has some record for the books. LW replied that she writes to country clubs officially confirming arrangements and that this should suffice.

## 8. **Badges – 80/90 year (Attachment 7)**

32 x 80 year and 2 x 90 year badges since 30/11/15

## 9. **Archive Report**

PE apologised that she had had no time to work on requests from LW. PE thanked JM for assisting with letters. LW thanked PE for her work on the archives, including the completion of spreadsheet of people who have held a positions on the VWGA committee from 1950-2013. Also the history of the VWGA from 1950 onwards. LW thought that if she were interested maybe PE could still be involved with this work after her retirement via email.

## 10. **Website**

VH is meeting with Vergil to discuss further work.

Rolling pictures being done so anyone with photos is encouraged to send them to VH

2016 programme and entry forms for first 3 events are available on the website.

Feb. will see our new email addresses come into being e.g. secretary@vwgansw.org.au

If people ring to get forms in future please direct them to the website where they can be downloaded, as the postage has increased and this is one way to reduce costs.

LW asked about dropdown menus and whether we could delete earlier out of date information.

LW disagrees with local vets days being advertised on our site if they clash with any of our tournaments. VH agreed to remove them.

LW asked if it were possible for delegates to be able to access a secure section of the site if they needed information like members phone numbers. VH to speak with Vergil.

## 11. **Office Administration**

- \* Stationery: blue cards, letterheads and envelopes (large) were ordered. Fixture book ongoing, LW undecided on whether to produce in 2016.

- \* Committee attendance days:  
Mon- NC & VM ; Tues - LP; Wed - JM& JB; Thurs - VH, JP & LO, Fri - GS & NC? LW will come in as needed generally Mon & Thurs.
- \* Committee duties 2016- LW circulated the updated the list of office duties.  
Challenge Brooch will go from JP to VM, Mabel Mackenzie to stay with LP and Country Championships with JM.
- \* Assistant treasurer requested by NC- possibly LP, Assistant Membership registrar- Possibly VM. To be discussed further at next meeting.
- \* Conflict of Interest form needs to be updated, particularly with 2 new committee members. JB to organise and add a column for signatures and leave in office for committee members to sign.

## **12. General Business**

- \* Givvi gift card summation:  
LW followed up on this showing a mock up and some discussion was entered into but it boiled down to being a great idea but too expensive for our requirements.
- \* Farewell luncheon for Pat (Wed Feb 17) plus BE and JM Venue- City Tats. NC to organise booking.
- \* Co option onto committee of Lilian Ong from North Ryde. JP reported that she was vice captain when JP was captain. She is a good worker, always happy and computer literate. JP to mentor. Committee recommended to go ahead. VM is being mentored by LW.
- \* NC happy to donate a camera for photography at events.
- \* Mail out needs to be done soon - 15/2/16 as LW is absent Feb 8-12 & JM Feb9-12.
- \* Pat Ellis mentioned that she is moving to Queensland to live with her family in the near future.
- \* LW thanked PE for her contribution to the VWGA over her many years on committee- especially her work on the archives and the 80/90 year letters and badges.

**Meeting closed: 3pm**

Date of next meeting: Wednesday March 16 2016 commencing at 10.30 am.