



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 VWGA Office on Wednesday, April 27 , 2016
Commenced at 10.08 am

1. **Welcome/Present:**

President welcomed all the committee and gave an update on Pat Ellis who is recuperating in hospital in Noosa after another fall.

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), Geraldine Steele (GS), Vanna Mutton (VM), Lilian Ong (LO).

2. **Apologies:**

Pat Ellis (PE)

3. **Confirmation of Minutes of Meeting held on March 16,2016**

Moved to Accept: GS Seconded: LP

Amendments: Item 6 1,188 'not' rejoined, Item 8 'similar'

3b. **Business Arising**

- * Name badges - draw down facility GS to follow up
GS summarised ordering costs: 1-10 badges \$14.10 ea., 11 - 24 - \$7.50ea. , orders 10 or more would not be charged postage. GS had ordered 7 badges under instruction from VH and we were charged \$25 postage and made a loss on the order. The delivery was on a one day turn around. JB suggested the only person to deal with name badges be GS and in her absence another person to be nominated. VH apologised but felt we needed to get the badges out quicker than in the past
- * Conflict of Interest form finalised and stored in safe. LW thanked everyone,
- * Tournament Software program - GolfBox (JP)
Nick Thornton met with JP, JB, NC to explain the operation and costing for the Golfbox program which was \$600+GST per tournament. Even though it sounded like it would do all that we required we felt the cost was prohibitive. LW suggested we contact Golf NSW to see if we could use their licence. NC suggested tier access to Golfink as another possibility.
- * Country tournament guidelines have been sent out to 2017 clubs (JB)
- * Delegates kits - envelopes (GS)
The kit is nearly finalised and should be ready to send out by mid to end of May. It was noted that the Committee members' list needed to be updated with the addition of LO and VM - JB to finalise for inclusion in the mail out items.

4. **Correspondence** (Attachment 1)

Moved to Accept: JB Seconded: VH

4b. **Business Arising**

LW playing at Macquarie Links and will follow up on discussion re having a 2017 VWGA tournament there.

NC said there were still issues with the toilet on our floor as some people were putting used toilet paper in the sanitary bin causing it to overflow. She noted they had put a larger bag inside but still had not put a sign up to deter people.

5. Financial Report (Attachment 2)

Moved to Accept: NC Seconded: VH

- * \$6000 Term Deposit was rolled over. NC noted we don't have access to this money as part of it was required for a bond for our lease.
- * On page 3 - by having our cash reserve account we pay no interest on our working account
- * On page 4- Profit & Loss. LW thought it looked good but some adjustments are necessary. Ball and golf accessories cost will go under trophies. Meals at tournaments will now be included in attendance as opposed to tournaments. Sundries include : Membership stickers (\$682), committee shirts, and the recurring bank guarantee fee of \$240.

- * JP concerned about the extra phone account- 2 accounts every second month. NC will deal with the matter and report back to next meeting.
LW felt that postage was down for the 80 year badges as they were being mailed to delegates (in bulk) for distribution to recipients and not individualised.

5b. Financial Matters

- * Fixture book refunds - with the exception of Wodonga most orders had been small and had readily donated the money when they found out that there would be no hard copy this year. The code in MYOB would become inactive when the refunds are finalised. LW enquired whether there had been any negativity and NC responded a couple but they were happy when referred to the website.
- * Coolah cheque bounced- delegate has resigned and VH to follow up for the outstanding \$54. They thought they had sent it in Jan. but when they followed up it was only received in April VH is still monitoring.
- * LW sought approval for the \$500 initial sponsorship for Griffith - all agreed.
- * NC asked if the banking could be done when there were 3 cheques or more waiting. Also, most of our postage these days needs 2 stamps as we have been getting notices and excess charges from Australia Post re insufficient postage. e.g. 1 x 80 yr badges + letters and poems requires \$2 in stamps.
- * LP noted that when people write us personal cheques we need them to indicate what club they are from- NC said this information should be on the accompanying action sheet.

6. Membership Report (Attachment 3)

Moved to Accept: VH Seconded: JB

- * VH asked those dealing with the blue cards to make sure the details were correct and that a welcome letter and name badge letter were sent out to new members.
- * VM asked how far back do we keep the general data in the filing cabinet. VH responded that back to 2012 with the new paperwork placed at the front.
Outstanding: Pymble and Cammeray and 17 Country clubs
Thank you LP, VM,LO for filing

7. Tournament Report

- * Metropolitan
North Ryde report

A question was raised re the scratch score not being awarded but JP responded that no one scored more than 27 points- which is our set criteria for awarding that prize.

The computer score card was a cause of some angst as there was only an individual card and no 4BBB card . Some players seemed unable to deal with putting the team score together from the individual cards. JP and LO provided assistance with input.

A profit of \$25 was made on the day.

* **2017 expressions of interest (JP/JB)**

Metropolitan clubs approached - Concord, Macquarie Links and Woollooware .

LW will put a request for expressions of interest in the next newsletter.

LW suggested a 3 year turnaround for clubs holding our events. All agreed unless the event proved unpopular.

* Country

* **Gundagai-** no carts left, entries approaching 100 and close on 30/4 Attending LW, VH, JP, JB
LW asked for approval for the second sponsorship cheque for \$1 000 when numbers are reached. All agreed.

* JB talked about Kooindah Waters arrangements for Nov. She has put a stay and play package for the Sunday prior to the tournament on the latest entry form.

* **2018 expressions of interest (JP/JB)**

Warren and Cootamundra for 2 day tournaments and a 1 day tournament at Jamberoo were proposed.

* Standardised prizes for tournaments was touched on once again as LW feels this should happen in order to better deal with the tournament costings. JP responded that prize guidelines are impossible to project due to varying tournament numbers. It was decided that it was too hard to deal at this stage of the year but it will be monitored for the 2017 program.

8. Badges – (Attachment 7)

51 x 80 year badges and 2 x 90 year badges were mailed out since the last meeting.

LP advised of low stock levels - only 46 currently in stock. Quotation to be sought by JB for a replacement badge. Committee discussed whether we should continue with the current badge or try a ball marker with the 80 inside the V. It was decided to go with the ball marker.

9 Website

VH talked with Vergil about redesigning the merchandise page. He is trying to source appropriate software.

* VM was concerned about the need for archiving, having a search box (VH noted this is there now) and having live link to email on the site.

LW wanted the site to be fine tuned by deleting out-of date photos and information. Galleries needed to be updated and she asked if anyone has photos to send to VH for inclusion.

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Change search engine from 'Ask' to 'Google'

10 Office administration

Hat clips & pitch repairers received with correct logo. Still waiting for key rings as they had been produced with the wrong logo again. (JB)

* **Email addresses:** VM has followed up on 68 delegates without email for our data base.

- * LP not sure if she accidentally installed Windows 10 on membership computer. VH to ask Vergil to uninstall.
- * Database- from blue folder and Dynamo label address comparison- LO will be responsible for dealing with this.
- * **Lapel pins:** 1250 in stock
Current stock will be used for Mabel MacKenzie and Challenge Brooch. New ones will be ordered for Country Championships.

11 General business

- * Trophies will be delivered today for engraving of 2015 winners.
- * **Country champions + Challenge Brooch trophies**
LW suggested as a promotional initiative we should try and visit the club to present the trophy to the recipient the following year and take photos for the website. All thought this a good idea.
- * AGM minutes - circulation by end of May - JB to deal with.
- * Posters - blocking vs. framing It was decided to go with framing at a cost of \$70.00 each
LW/JP away 1-6 May , VM away for next meeting, LO absent early Sept., NC absent for 2 weeks.
- * **Life membership criteria for delegates**
After receiving an email from the Grafton delegate asking if we had a life membership for long standing members it was decided that we need criteria for dealing with such requests.
Perhaps a commemorative badge for long standing delegates? Need further discussion.

Meeting closed at 12.25

Date of next meeting: Wednesday 22 June, 2016 at Bonnie Doon commencing at 10.30 am.

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President - Lyn Walker

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Date