

GOLF NSW LIMITED

Minutes of the meeting of the **BOARD OF DIRECTORS**
held at Cromer Golf Club, Cromer Road, Cromer
on Thursday 18th October 2012 at 9.00am

Present: Chris Allen, Sue Fabian, Frank Gal, Jean Moran, Lynne Ritchie, Alan Harrison, John Waanders & Darrell Watts

Apologies: Nil

In Attendance: Stuart Fraser, Graeme Phillipson & Wynter Hines

Open Meeting & Welcome: The Chairman opened the meeting at 9.12am and issued a welcome to all present.

Conflict of Interest: Nil – none declared.

Confirmation of Minutes: The minutes of the meetings held on the 20th August 2012 were read and required amendments identified. Wynter Hines undertook to complete these changes prior to sign off by the Chairman.

Chairman's Update: Verbal Report from Chris Allen

- JNJG AGM & Board Meeting
The Kinghorne's confirmed that they will be continuing their financial support of the JNJG indefinitely; this will allow the school funding and other projects to continue.
JNJG Territory Managers attended the meeting and each made presentations to the Board.
Bingara Gorge was discussed as a possible new home for Golf NSW and JNJG. The Chairman confirmed to Jack Newton that no offers have been made and as such nothing had been considered.
The Board minutes from this meeting have not yet been received – the Chairman undertook to circulate to the Board once obtained.
- Environmental Best Practice Update
The Lakes Golf Club has now hired Legal and PR services to assist with their current situation. The first meeting for the 40 clubs involved in the Environmental Best Practice program is being held 18.10.12 at Killara Golf Club. Information on which clubs have signed up to be circulated to all Board members by the Chairman.
- IT Consultant Progress Update
Chris Allen advised that the report provided was very disappointing and the CEO had undertaken to investigate the

way forward in this area.

- Golf Foundation, Chairmanship
It was agreed that this was not a matter of urgency and that the appointment could be delayed until the new Board members were determined.
- Women's NSW Open Update
Dates for the Women's Open are 25th-27th January 2013 with the Pro-Am being held on the 24th. It was also reported that only 8 Rules Officials would be required.

**Business Arising /
Action Items:**

- 1-1 Recommendations re GA Board
Jill Spargo has lodged a nomination and her resume was circulated by the Chairman to all Board Members. He also noted that Bob Crosby from South Australia had nominated. It was agreed to wait until all nominations had been received before deciding which candidate would be supported.
- 1-2 Meeting of DGA Secretaries
The meeting was cancelled due to poor response from those invited. It was agreed that this was an important meeting to understand exactly what the DGA's were doing and subsequently how best they can be supported.
- 1-3 Golf NSW Policy Register
GNSW is to establish a register to track all policies. Resolutions from meetings were to be recorded at the end of each set of minutes. Stuart Fraser informed the Board that a Policy and Procedures Manual for Staff is currently being worked on, to be followed by a Financial Procedures and a Board Policy document.
Stuart is to report back at the next Board meeting with a progress update.
- 1-4 Constitutional Changes/Resolutions
Sue Fabian advised that the notice of AGM went out on time including the notice of Council meeting and the proposed constitutional changes. The constitutional changes had been reviewed by Michael Palmer from a legal perspective.
Stuart Fraser & Graeme Phillipson to establish a voting methodology to be used at the AGM.
- 1-5 Staff Annual Leave Policy
The updated policy is to be tabled at the next board meeting for

final approval. Stuart will then ensure all staff are given copies.

1-7 Council Working Party Final Report

Suggestions and recommendations are in the report. The issue of the number of council members at present being 65, was thought to be excessively high. John Wanders suggested the possible use of regions which could reduce the number of council members to approximately 18.

Stuart Fraser suggested an independent be used to undertake a review of the current council and to coincide the Council Working Party Final Report. The Board resolved to use an independent party.

Jean Moran was thanked for the work she had done with the Working Party and the final report.

The final report is to be circulated along with the council agenda, noting that the Board considered the report and an independent is to be utilised to complement the work done.

1-8 DSR Discussion

Sue Fabian undertook updating the Board with a summary from the recent Impact Review Group. Representatives from NSW, VIC and QLD were appointed solely by Golf Australia. It was noted that the first meeting was primarily educational.

Lynne Ritchie commented that she had received a lot of complaints about the how high the course scratch ratings are.

It was confirmed that clubs can in fact apply for seasonal ratings to cope with the increased run and decreased difficulty that occurs in the summer months at courses.

1-9 DGA Development Funds

Lengthy discussion was held over the criteria and eligibility of claims. It was noted that "Development" is not specifically relating to juniors and that it did also include programs which are designed to increase or maintain club membership, Graeme Phillipson undertook to re-visit the Lithgow claim and look at the policy/criteria, for future distribution to DGA's regarding 2012/13 finding opportunities.

All future applications should include a criteria check list.

1-12 Online version of Council Minutes

Alan Harrison clarified that he requested GNSW to have a

“public record” of minutes made available on the GNSW website.

Stuart Fraser is look into this and liaise with Alan if necessary. It was noted that these not necessarily be in minute form, but a summary of what was discussed.

1-13 50+ Year Badges

It was confirmed that the badges are now simply a merchandise item made available by GNSW. Clubs are able to purchase the item at their own cost and discretion, to present to their members. GNSW now no longer partakes in the deciding of eligible recipients – it is the member’s club’s sole decision.

1-14 Pottsville Golf Club

It was agreed that Pottsville Golf Club be invoiced for 25 members for their first Affiliation Fee payment.

1-15 AGHS Grant

A cheque for \$10,000 and a letter outlining that this will be a one off payment has been forwarded to AGHS.

Committee Reports:

2-1 Finance – Budget YE13

It was agreed that the budget be signed off at the next meeting.

Denise Rogers has undertaken to collect more information relating to the MPIO training requirements for the Board.

Alan Harrison was invited to attend a meeting with John Waanders and the Bell Partners Auditors.

Donations are to be reviewed at the next meeting; Graeme Phillipson undertook to provide a brief report on the current standing on donations.

2-2 High Performance

To be tabled at next meeting.

2-3 Rules & Amateur Status

To be tabled at next meeting.

2-4 Handicapping & Course Rating

To be tabled at next meeting.

2-5 Women’s Match

To be tabled at next meeting.

2-8 Commercial
Report was noted

CEO's Report:

- 3-1 The CEO's written report was tabled and noted.
- Stuart advised the Board that he had had a successful hand-over.
 - Staff structure and reporting lines could be streamlined and will be further discussed in the next Board meeting.
 - Playing rights and affiliation fees are also to be discussed with the current methodology of utilising statutory declarations to determine numbers to be reviewed.
 - Tournament software to be reviewed.
 - Arrow (Internet Provider) contract is to be terminated.

General Business:

- 4-1-1 GA Interstate Series Proposal
The Board resolved to reject the change in format, which included change from match play to stoke play. The Chairman agreed to convey the Board's decision to G.A, but noted that the matter is scheduled for discussion at the G.A AGM on 19 November.
- 4-1-2 Board Member Induction
Alan Harrison circulated via email the draft policy 17.10.12, Alan and Stuart are to work together to have it finalised by Friday 26th October 2012.
- 4-1-3 AGM Preview
It was resolved to move the next Board Meeting to Thursday 8th November 2012 at 1pm. This will allow new Board members to make necessary arrangements.

Correspondence:

Nil

Next Meeting:

1:00pm Thursday 8th November 2012

The meeting closed at 12.10pm

ACTION ITEMS ARISING FROM THE MINUTES

Actions arising from last meeting				
GA Board Vacancies	Golf NSW Board to consider possible persons to stand for Board of GA	Board	By next meeting	Completed
DGA Development Funds	Develop a marketing plan to promote participation in golf in Country Areas	James Black	Ongoing (related to strategic plan)	Pending
Meeting of District Secretaries	Arrange a meeting of District Secretaries in August	Greg Mills	Scheduled for 9 th September	Deferred to Council Meeting October 31
Online version of Council Minutes	Prepare an online 'public record' version of Council Minutes	Stuart Fraser	asap	In progress
DGA Financial Year	Suggest that DGA's align their Financial Year with Golf NSW	Greg Mills	To be discussed at DGA Secretaries Meeting	Deferred to Council Meeting October 31
GNSW Policy Register	Update to be given on progress	Stuart Fraser	November	
Annual Election	Board to be advised of Nominations	Graeme Phillipson/ Greg Mills	After 4pm Wednesday 22 nd August	Completed
Management Manual	Alternate options and 3 year plan arrangement	Stuart Fraser	asap	For further discussion
JNKG Board Minutes	To be circulated to all Board members	Chris Allen	When available	
Staff Annual Leave Policy	Formal sign off required	Board	December	
MPIO Information	Further information to be provided to the Board	Denise Rogers	December	
Lithgow Development Grant Application	Lithgow application to be reviewed	Graeme Phillipson	November	

Resolutions from the Board Meeting		
Resolution	Outcome	Action
To have an Independent Party review the current structure of Golf NSW, its Council and Delegates and suggest the best way forward for Golf NSW	Carried	The CEO to source a suitable party and obtain costing.