

GOLF NSW LIMITED

Minutes of the Meeting of the **BOARD OF DIRECTORS**
held at 1A Duncan Street, Arncliffe
on Wednesday 24th April 2013 commencing at 9.00am

- Present:** Chris Allen (Chair), Sue Fabian, Alan Harrison Jean Moran, John Robinson, Lynne Ritchie, John Waanders & Darrell Watts
- Apologies:** Frank Gal
- In Attendance:** Stuart Fraser, Graeme Phillipson and Wynter Hines
- Conflict of Interest:** Declarations – Nil
- Confirmation of Minutes:** The minutes of the meeting held on Wednesday 6th February, 2013, were approved.
- Opening:** Re-Cap of Council Meeting
During the prior day's Council Meeting a SWOT analysis workshop was carried out by Sports Business Partners – Martin Hirons & Steve Whately.

A range of reactions were received from the Council Members prior, during and after the SWOT workshop. Lynne Ritchie mentioned that negative feedback she received was largely prior to the workshop. Consensus was that the workshop was very productive, and that Councillors made a valuable contribution to the outcome which resulted in views very similar to those of the Board".
- Action Items from Last Minutes:** Marketing Initiative – Country Golf
Mitsie Kent is now also working on this program; further development will depend on the outcome of the Strategic Planning and Budget processes.

Management Manual
This manual will not be reprinted and has been removed from the GNSW website. Clubs seeking information from this manual who contact GNSW may be emailed the specific section where relevant and still current.

Independent Organisation Structure Review
Is now in its final scope.

Strategic Plan
The CEO advised that this project is now underway.

Bardwell Valley Golf Club
The CEO has sent Bardwell Valley Golf Club a letter – Sue Fabian commended Stuart Fraser on the content.
- Chairman's Update:** Riverside Oaks Golf Club
The Chairman and CEO attended an opening of Riverside Oaks last week. It was announced that \$200 million will be invested in the club over the next 5 years.

Penrith Golf Club

The President of Penrith Golf Club has advised that they are having financial difficulty, and will rely on a land development project for their survival.

Woolooware Golf Club

The CEO advised that Woolooware Golf Club had been held up at gun point on Sunday night. Thieves held up a female bar attendant and the General Manager and got away with \$30,000 from the till and safe. It was also mentioned that another club in the Botany area had recently been ram raided.

Business Arising:

- 1-1 Ladies Hunter District Amalgamation & Direction Forward
CEO provided an update on this matter, including the outcome of a meeting held at Kurri GC attended by Executive from the Hunter River DGA, Women from the "Breakaway" group, Solicitor Michael Palmer (at our request), Sue Fabian, Stuart Fraser and Chris Allen.

After a robust debate it was resolved that we should refrain from taking a position on this matter until completion of our Governance Review.

Sub Committee Reports:

- 2-1 Finance
Alan Harrison requested John Waanders provide a written summary of the Finance Committee Meetings to each of the Board Members prior to each Board Meeting to give them a greater understanding of the current financial positioning of GNSW. It was agreed that this should occur, particularly in relation to any significant changes to the Budget.

2-1-1 Draft Budget and Affiliation Fees FY14

The Board resolved that Affiliation fees will be set at \$41.80 per adult for Metropolitan Members and \$33.44 Country adult members. This is the result of a \$2.00 increase to the Affiliation Fees for 2013/2014.

The Board agreed that \$0.50 from each Adult member will be contributed to the NSW Golf Foundation, to grow the equity in the Foundation, for Clubs to access through project grant applications specifically for member club hardship cases. It was also resolved for the Governors of the Foundation to review the Foundation Charter and Application Guidelines.

It was resolved to amend the membership attrition rate from the recommended rate of 3% to 4%.

The revised draft 2013/2014 Budget is to be presented again at the next Board Meeting

2-1-2 Change of Auditors

Stuart Fraser confirmed that GNSW is looking to change auditors from Bell Partners to CBC Group.

CBC Group have offered the same services with a \$5000 saving on that of what Bell Partners currently charge, and that the levels of service, and accuracy of work experienced from Bell Partners was not acceptable.

The Finance Committee recommend to the Board to accept the resignation of Bell Partners and appoint CBC Group.

The Board agreed, subject to receipt of the resignation of Bell Partners and the "Letter of Objection" that CBC Group be appointed.

2-2 H & CR

Ladies Captain from Pambula Merimbula had contacted GA about the women's ratings. Adam Power had telephoned the Captain and subsequently emailed Lynne Ritchie requesting a discussion about the women's ratings.

This being a State issue, Golf NSW Board agreed that as Chair of CR, Lynne Ritchie should initiate contact with Pambula Merimbula to discuss the concerns over their ratings.

2-3 Rules

Frank Gal was an apology for this Board Meeting. Sue Fabian advised the Board that the recent information sessions that she and Frank had been hosting have been well received.

2-4 Women's Match

Taken as read.

2-5 Men's Match

The Men's Match Meeting was held immediately after the Council Meeting. It was noted that Orange City Council will be supporting two Seniors events to be held in Orange in 2015, with \$4k being paid for the men's event and \$2k being paid for the women's.

The Board agreed that the ADF Match be cancelled as the ADF are no longer involved in providing volunteers for NSW Open events and that they receive an annual grant from Golf NSW already. There was also discussion relating to the future of the match vs the Illawarra, ACT and Newcastle Districts. It was agreed that this be discussed following the June 1-2, 2013 event vs Illawarra DGA

The Minutes of this meeting will be circulated once completed.

CEO's Report:

3-1 CEO's Report

Sports Commission – Our Future Sports Forum

Stuart Fraser thanked the Board for approving his attendance at the 3 day forum in Melbourne. The forum was very informative and beneficial – The Report from this forum has been circulated for the Board's information.

Governance and Structural Review Ratification & Final Scope

The Final Scope document had been circulate to the Board prior to the meeting. This would include broadening the number of interviews to be conducted from 50 up to 80+ people.

The Final Scoping proposal was ratified.

EPA

It is likely that The Lakes Golf Club will avoid major prosecution and will receive minor infringements.

The CEO expressed that GNSW needs to be seen as doing something for all affiliated clubs.

NSW Open

A conflict in dates with the World Cup of Golf may now be an issue. The event was originally scheduled to be hosted in China and if hosted in Australia could cause a clash in dates. Alternate dates may then be unsuitable due to the Australian Open which is in the first week of December. The Board agreed to proceed with the proposed date, even if a clash occurred.

The search for potential sponsors is progressing.

General Business:

4-1 ADF Match

The Board tabled the request from the Men's Match Committee that GNSW contribute \$1500 towards green fees and shirts for the annual ADF match.

It was decided that Golf NSW would no longer continue to financially support this event and that it be cancelled.

4-2 Appointment of Events Co-ordinator

Graeme Phillipson advised that Karen Wagg had accepted the offer for Events Coordinator position. Karen will replace Nicole Bessant who is leaving Golf NSW on May 6th to start a new career as a Trainee Golfer with the PGA.

Karen Wagg offers a very strong customer service background, and is a member of Bankstown Golf Club.

4-3 New Format for Board Agendas

Alan Harrison tabled his suggested new format for the Board Agenda's. This was accepted by the Board. The new format is to include a start and end time, and a list of attachments is to be included for any correspondence relating to the agenda.

Alan Harrison also requested that summaries and reports from Committee Meetings be made available to the Board. Agreed by Board.

4-4 Investment Policy

A revised Investment Policy has been submitted by Alan Harrison, this has been emailed and is available in Drop Box. The new policy sets out the steps to be taken when investing cash and simplifies the delegation process.

The Board agreed to adopt the policy.

4-5 High Performance

Following a lengthy discussion regarding the removal of Zac Stolz from the Boys Interstate Series due to a number behavioural issues, it was agreed that disciplinary processes need to be established. Further in this case of Zac Stolz, it was agreed that Chris Allen and Graeme Phillipson be appointed to conduct a disciplinary hearing into particular matter.

Close: Meeting closed at 12.15pm

Next Meeting: 10:00am Wednesday 12th June 2013

Date: **Chairman:**

ACTION ITEMS ARISING FROM THE MINUTES

Actions arising from last meeting				
Independent Organisation Structure Review	Formulate Scope of Works	Stuart Fraser	WIP	Commenced
Strategic Plan	Commence "draft" strategic plan formed around GA's 6 pillars	Stuart Fraser	WIP	Commenced
Finance Summary	Provide a written summary from recent Finance Committee Meetings	John Waanders	August	
Draft Budget	Revised draft of 2013/14 Budget	Denise Rogers/ John Waanders	August	
Change of Auditors	Letter of Objection to be circulated	Stuart Fraser	August	
Disciplinary Hearing	Zac Stolz to be interviewed	Chris Allen & Graeme Phillipson		