

CLGA BOARD MEETING MINUTES

March 13, 2025

Meeting Chair: Kathy Trofin, President
Recording Secretary: Pat Peters

Directors in Attendance (via ZOOM Meeting):

Kathy Trofin, President	Cindy Beaudet, Past President
Patricia Peters, Secretary	Carey-Ann Ramsay, Tournaments and Events
Davona Walton, 5 Year Planning Shadow	Wendy Ellacott, Communications/Marketing
Erin Wagner, Treasurer	
Other: Monika Jansen, IT	

UNAVAILABLE:

Pamela Scott, Vice President	Jocelyn Frankow, Junior Development
Andrea Kosa, 5 Year Planning	

Call to Order: Kathy Trofin, President, called the meeting to order at 7:02 PM.

MOTION to Approve Agenda.

Moved by: Pat Peters
Seconded by: Cindy Beaudet
Carried

MOTION to Approve the Minutes of the January 23, 2025 Board Meeting.

Moved by: Cindy Beaudet
Seconded by: Pat Peters
Carried

Discussion Items:

1. NEW BOARD MEMBERS

- a. The board discussed the approval of new board members and the need to have them acknowledged by the membership at the Spring AGM. There is some confusion about whether this was done at the Fall AGM, as the minutes from that meeting are not readily available on the website. Cindy suggests checking Carrie Ann's emails for the fall AGM minutes.
- b. Kathy proposes creating a technical director position, potentially filled by Cindy, to provide advisory support to the board and ensure continuity of knowledge. The role would be non-voting and focus on overseeing high-level board functions and maintaining institutional memory. The board discusses the merits of this idea, including concerns about succession planning and board tenure. Kathy noted it would be good to have responsibilities, protocols and procedures well documented and available for the various positions of the board located on the admin portion of the CLGA website to better prepare incoming board members. We will table this discussion for future consideration. **If agreed to, require a Motion et al.**
- c. Kathy also suggests enhancing the VP role to better prepare the individual for the president's position. The past president is an important mentor for VP and acting President.

2. TD BANK SIGNING AUTHORITIES

- a. Erin and Kathy working on amending account information for the TD bank from Meaghan Leblanc to Erin. They will draft and sign a letter requesting the change.
- b. Kathy will contact Meaghan to arrange exchange of new bank cards/statements until formal change can occur with TD.

3. MEMBER CLUBS RESPONSIBILITIES

- a. Last bylaws for CLGA and member clubs were updated in 2020 as indicated on the CLGA website. The three new bylaws include:
 - i. The proxy vote allowed at general meetings of the CLGA;
 - ii. The VP for the CLGA will come from the course hosting the Calgary Amateur in any given year; and
 - iii. The definition of membership required to participate in CLGA hosted events.
- b. The board discussed updating member club responsibilities and bylaws. They decided against sending a new confirmation letter to all clubs, as it might unnecessarily "poke the bear." Instead, they agree to send the updated bylaws to club executives and post them on the website. New member clubs will still sign the new member letter upon joining. A few wording changes were recommended and Kathy will update. There are five clubs that are members that have not yet submitted a signed copy of the original CLGA welcome letter. This situation should be remedied. The board plans to consider including a reminder about updated bylaws on the annual invoice. Kathy and Erin are working on updating bank contact information and addressing changes.

4. NEW CLUB MEMBERSHIP OPPORTUNITIES

Wendy shared that she had been in talks with Water Valley representatives and would provide an update by the end of the week.

5. MEMBER CLUB CONCERNS

Cindy raised a potential discussion item around reinstating the Marg Ward Championship next year which is a two-day event for ladies aged 19 or older that possess a handicap between 12.0 and 40. Alberta Golf let it lapse but it is a tournament geared to the mid to high handicapper. Alberta Golf still has the trophy. A common concern for CLGA members is the lack of events available for higher handicaps and the Marg Ward had been a well supported event in past years. Cindy and Kathy will be talking to Stacie Leeman from City of Calgary Golf on April 1, 2025 at 1PM to see if Maple Ridge could possibly commit to hosting this event for the next five years. City courses have not met their obligation to host CLGA events for a few years so it would be a good fit. Willow Park would provide the wind-up dinner for the event. It will be organized by the CLGA Event and Tournament Director (Carey-Ann Ramsay).

6. ANNUAL INVOICE, BUDGET and CONTACT INFORMATION

- a. Annual dues invoices to be sent out by the end of March with a due date of May 31. That will give each club two months to pay their yearly dues.
- b. 2025 budget. Erin waiting on information confirming subsidies, max billing amount for dues, 2025 tournament fees as they arise, confirmation of CLGA fee cap.
- c. Monika Jansen sent out a request to all clubs on February 25, 2025 to update their contact information on the CLGA website. There has been some response, and she will figure out which clubs have updated and which have not. Kathy will follow up with those that have not updated their information when it's available.

7. ADDRESSING INELIGIBLE PLAYERS IN TOURNAMENTS

Status of Action Item: Monica to devise wording for entry forms to ensure those registering are eligible to play in CLGA events. Kathy and Cindy to review.

8. CASINO LICENCE

Casino licence - waiting for the revised bylaws of the CLGA to go with application for the casino licence. Need a copy of the meeting minutes authorizing the final bylaws and approving application for casino licence. Cindy is working on this submission.

9. ANNUAL RETURNS

The 2024 annual returns have been reviewed and signed by Linda Porter and Karen Minton. Cindy will file. Erin advised these returns will need to be approved by the membership at the Spring AGM. Kathy will add it to the Agenda.

10. REQUIREMENTS FOR TOURNAMENT RULES OFFICIALS

- a. Cindy has contacted Alberta Golf and they are aware of what CLGA needs in terms of rules officials. Alberta Golf will be assigning officials for their events and then will look after CLGA. Discussion around being sure rules officials and hosting club have organized and looked after important tournament protocol such as pin placements, drop zones, etc. Carey-Ann confirmed that all of these details have been communicated to the tournament organizing committees.
- b. The budget for rules officials is \$1000: City Amateur (3 days) and City Seniors (2 days). \$200 per day for two rules officials.

11. JUNIOR CITY TOURNAMENT

Wendy is waiting for John Denier to send the link to the website for the joint event. Once she has the link, she and Monica will start sending out information to the kids. The City junior tournament opening registration day is April 1st and the City junior tournament page is updated. There is room for 30-35 participants. Further discussion tabled until Jocelyn is available to discuss or provide an update.

12. TOURNAMENT FEE INCREASES DISCUSSED

- a. Last meeting a motion was passed to increase tournament fees. Fees are now identified as follows: Tournament of Champions - \$85; \$3 per lady member association fee with a minimum of \$25 and a cap of \$1000. In future we may need to look at raising this fee per each lady member but for now the budget balances with these numbers. This factors in all tournaments at break even and includes \$500 for miscellaneous costs for each tournament budget. Hosting club's tournament committee has \$10 per registrant to use if needed. Any monies not used goes back to the CLGA. Cindy emphasized that it is important to let the committee running the tournament know that this \$10 should benefit all those playing in the tournament and not be used for liquor or dining room meals for volunteers, etc. Also \$20 per registrant goes to the hosting club for green fees.
- b. Erin has raised a request to confirm if the \$10 subsidy applies to the junior girls' City tournament? The 2023 budget on the website indicates a \$60 subsidy per junior.

13. CLGA HISTORY

- a. Cindy is working on getting the list of winners from Alberta golf, but it's a work in progress. They will need to get a subscription for the Calgary Herald archives to get information from the past. They will also need to work with the major golf clubs to get their history. Cindy discusses the importance of preserving the organization's history, suggesting the need for an intern to scan and organize historical information. The group plans to create a book for the city amateur tournament at Canyon Meadows.
- b. Status of Action Item: Is Canyon Meadows booked for the City Amateur in 2029?

14. OTHER

- a. The City Senior amateur page is updated, but the City amateur page is not due to waiting on information from Sandy Mcbean. The City amateur and City senior amateur opening days will be decided once Wendy has all the information.
- b. The medalist games have been secured, and the times for three of the games are posted.
- c. Opening registration for Riley's will be March 21st. Opening registration for Senior City and Junior tournaments will be April 1st. Monika will collect Riley's money.
- d. CHAMPS has 18 teams. They will be placed into three groupings and the schedule is still being decided.

- e. The opening newsletter will be finalized by Wendy and Monika and will be sent out within the next week or so.
- f. Kathy will send out an email to board members to figure out date for next board meeting. Should be scheduled about three weeks before the Spring AGM.
- g. Monika advised she will be away from April 3-25, but will plan to prepare the Notice of Spring AGM to be sent out three weeks ahead of the meeting.
- h. Cindy and Kathy will meet at a later date with Kendra from Alberta Golf to discuss potential opportunities with Alberta Golf.

15. NEW BUSINESS

Any new business?

After confirmation with all board members that there was no further business, the **Meeting was adjourned at 8:32 pm by Kathy Trofin, President.**