

# CALGARY LADIES GOLF ASSOCIATION

## Minutes Executive Meeting August 29, 2018 Inglewood Golf & Curling Club

Meeting called to order at 7:08 pm.

### **In Attendance**

Monique Morrison; Elayne MacDonald; Diane Jones; Debbie Cook; Shannon Leroy; Margie Nichol; Linda Wagner; Marilyn O'Connor; Gaylene Donald; Titia Born; Monika Jansen; Karen Saunders; Cindy Beaudet.  
Regrets: Jennifer Bearg; Susan Plum; Maureen Best; Sylvia Dugas

**Motion:** to approve Minutes of July 31, 2018 as read by Gaylene Donald, seconded by Margie Nichol.

### **Monique Morrison - President**

There's no agenda as this meeting will be a general discussion with regards to the proposed new Executive setup aiming for a possible decision by the end of the meeting. We will go around the room and get opinions.

**Cindy** - Concerned that it's too hasty a decision to change. It's too early as we've only had a month to consider this. Spring meeting would be a better time to decide.

**Monique** - We would have to be put it off for a year if that case.

**Karen** - What could go wrong if the vote went ahead at the Fall meeting. We would be making it easier for potential clubs hosting the Amateur and creating the opportunity to host the Amateurs to more clubs if the three obligatory board positions they are required to provide were taken off the table. We have to change.

**Debbie** - If communication is clear there would be no downfall to this change. We need to restructure. It's been the same way for a long time. I've been here for 10 years. The board needs to be more compact.

**Monique** - If the Board was leaner, they could meet more often. Consensus and decisions would be far easier to reach.

People don't think we're meeting enough...numbers are dwindling at tournaments;

**Diane** - Each year the City Amateur host club has to come up with 3 board members, and coming in for only one year as it stands now (secretary and treasurer), is very inconsistent. If term was a few years it would bring more experience and more value to the Board. We would be represented by 9 members from all of the CLGA member clubs and the Amateur and Senior Amateur host clubs would only have to come up with an in-house committee headed by a Tournament Chair.

**Cindy** - I agree that the Secretary and Treasurer should be 2/3 year terms to create more fluidity and not reinventing the wheel every year. I'm concerned that changing the entire structure of the Board to 7 or 9 positions and them not having the familiarity of what is happening in the CLGA. We don't want to end up like Edmonton, they had 39 amateurs and 12 seniors in their tournaments. They have lost their Board.

**Marilyn** - that would be my only concern. We have a great group right now. It has been working re the Amateur host clubs providing board members but realize it is increasingly difficult to get host clubs and volunteers. Ideally we need to get good Board members as how do we then go back to what we had.

**Monique** - if we can't fill 9 rolls, how do we fill 15? It rotates in and out.

**Marilyn** - you don't want a Board filled with all 15 plus handicaps. We need a mix.

**Gaylene** - It is hard to get a good group from a good selection of courses. There are only a few people who like to take on leadership roles. We are not going to be left with no one on a board. There are

people who will stay from this group to help new people. There is not going to be 9 new people. If we wait another year, it will be this same discussion again. We have to try it.

I believe the new proposed structure is really good as most of us here do not need to be at every meeting or talk at every meeting. We can get our reports in to the web administrator and copy the secretary. Everyone can read them online. We can streamline our meetings so they just last an hour and a half at most. We don't need to read our reports at the meetings. Do our jobs and send in a report for each meeting. I would strongly suggest we go with this model. We will probably have 5 that stay and then go out hunting for 4 good people to fill the other positions. We need ladies who are interested in the CLGA and future of golf and growing the game, perhaps low handicappers.

**Monique** - we only have 3 or 4 on the board currently that are over a 15 handicap therefore we have a low handicap board.

**Linda** - the VP, President and Past President would move through and the Secretary and Treasurer would be 2 or 3 years. The other positions would be 2 years also?

**Monique** - the other positions term would have to be discussed later. I think 2 years is a good commitment. 4/5 years is a big ask. After next year I will have done 3 years. Should I be stepping down from a voting position and into one of the yellow highlighted support roles OR should I cycle back into VP etc. We probably don't want to see that.

**Karen** - most boards have a 2 year term and then you have to step away for a year before you can reapply. It is not healthy to have long terms, we need fresh blood on the Board. The Medallist players could be prime for recruiting as they like competition already. People have to be asked who are keen and involved already. We can look at recruiting players who have a marketing; legal background for example - 90% will say yes if they are involved already and the job descriptions are made clear. We can build a list with the type of experience/skill sets we would ideally like to have on the board. A lot of us know people with those kind of backgrounds.

**Titia** - I like the smaller size (board) and feel I don't need to be at these meetings. My concern is if we can't find the person for VP/President. Could we add a caveat that the host club of the Amateur would have to provide these positions if no one can be found to fill them in the year they are hosting.

Monique commented that it's hard to find volunteers nowadays.

**Shannon** - right now though we are forcing the host club to provide 3 board members.

**Cindy** - I've already recruited Nancy Penner who is a lawyer and Susan Anderson who was on the board last time Canyon hosted the City Amateur. I've also potentially got 1 or 2 accountants in line. Canyon is in a unique position as we love volunteering as does Country Club.

I do think the 9 positions on the board is a good thing. I also think that Canyon has already arranged it for next year.

We have a good opportunity to bring them on to the Board and keep them.

**Monika** - How would it work if Nancy was VP, who would be President? - Monique would/should stay on as President during this transition.

Cindy suggested that Nancy could be President and she would be VP. Treasurer - Canyon has a lot of accountants. She has also sent an enquiry out to Candy Robertson. She's been on Canyon's Board and a great help. There's lots of people out there we just have to make sure we get the right people.

Susan Anderson would be the Tournament Chair as she was in past.

**Karen** - the key is to have people who appreciate the nature of golf and also compete in our events etc.

**Cindy** - Nancy and Susan compete in champs but they also have experience as they help run the Shaw Charity Classic. It would be a missed opportunity if we lost them.

**Monique** - we would be bringing them into the new format therefore not losing them. It would be a good transition.

Monique asked who, on the present board, wanted to stay on in a voting capacity (blue position) for 2019.

**Interested:** Cindy - VP; Monique - stay on as President in year of transition or Past President if Nancy takes President (requires discussion); Shannon - Junior Director, if Titia takes on junior amateur chair; Tournament Director - Diane; Events Director - ??; 5 year strategic planner - ??; Secretary - potentially Canyon; Treasurer - potentially Canyon

**Elayne** - Events Director is more a troubleshooting role as overseeing champs; medallist; Rileys etc is not as much work. Should be easy to get that filled.

We are looking for an Events Director and 5 year strategic planner as the two BLUE positions we need to fill.

3 or 4 new incoming from Canyon (VP, (potentially) President; Treasurer and Secretary). We have 3 or 4 staying on in the same or new positions and 2 unknown (5 year planner and Events Director)

**Monika** - have to look at how many blue voting positions would be from one club vs diversity from other clubs.

Right now that could potentially be 4 positions from Canyon on the Board of 9 - VP, President, Treasurer and Secretary and 5 from elsewhere.

Women are more organized and we can find people easier than the men who would suit these positions.

Webmaster is a non-voting position. Monika would still be in this position with no need to attend meetings.

In addition to other responsibilities, the 5 year strategic planner would be responsible for finding contacts at each club. These contacts would find advocates at their respective clubs. The CLGA will provide a pitch/presentation package outlining reasons for hosting the Amateurs and other CLGA events that these advocates would then present to their management/board.

If we rolled the Events Directors duties into the Tournament Director duties, then an alternative Director could be Communications/Marketing/Media Director. It's difficult to get someone experienced for this role to oversee twitter; facebook; media; etc

**Diane** - we have someone who worked at the Herald etc that could be perhaps interested in that role. The idea is to bring someone in to train them before your term is up or co-chair if needed.

Yellow roles could be longer than 2 years if desired. These positions would only need to be at the Spring and the Fall AGM's. Certain positions are only one year regardless - City Am Chair, Senior Am Chair, Junior Am Chair.

Blue voting roles have mandatory 2 year term but could be longer. There would definitely need to be a cap.

**Karen** - 5 year planner is a lot of work. Has there ever been any female pros approached to help with this since they have the contacts and their job is to promote golf.

**Marilyn** - It is difficult to get them involved.

Ideally the planner has to have 2 years of tournaments in place maybe even 3 years ahead.

Board members have to have a golf background. They have to be passionate.

Champs - Margie is retiring - need new representative

Will continue:

Gaylene - medallist

Karen - Tournament of Champions

Rileys - Jennifer (Cindy will help)

Titia - Junior Am. chair

Champs - the schedule for next year has already done by Margie. There is a format/graph/chart.

**Titia** - We could keep Tournament Director and Events Director as two blue positions. Delete Junior Director role and put yellow junior positions (development and junior amateur chair) under Tournament Director. The proposed new structure omitting Events Director and adding Marketing/media Director in its place, would have 7 people reporting to Tournament Director.

**Monika** - Junior development etc is the way to promote future of women's golf and this role is important. You need to focus a lot of time there.

**Shannon** - willing to stay for couple of years and train someone. Lot of CLGA money goes towards juniors. Shannon has increased numbers greatly. Number has grown especially the nine hole group.

Junior Director's role is trying to improve relations with Alberta Golf and Golf Canada and club professionals. Director would oversee junior development camp and junior amateur. We know that our clubs have 40-200 mixed juniors. Why are we only getting 40 girls out. Still work to be done. Maybe more focus on 9 hole events and/or adding a different event like Match Play.

**Monique** - whether it's an Events Director OR Marketing/Media Director, we still need 2 blue/voting positions filled. 5 year strategic Planner in addition to one of the former.

**Monika** - 2 positions only to be filled is very doable and realistic. There are already names being mentioned.

**Shannon** - Could be easier to fill marketing/communications position. A junior out of University could be a yellow role or advisor and they are most current with social media etc.

***Discussion about terms of these roles.***

Take out VP, President and PP as it is 3 year commitment starting with VP role and moving through. They could put name forward for a yellow/orange position afterwards if desired.

Other blue roles should be 2 year mandatory term with opportunity to stay for another term.

Right now we have no bylaws governing terms. There would have to be bylaws written. The blue positions have to be elected positions which are voted on at the Fall AGM meeting by the membership at large. Nominees would be put forward prior to AGM in addition nominations from the floor could be taken at the meeting.

The opportunity would have to be given ahead of time to membership to be able to put names forward for the vacant/new positions.

***Terminology:***

2 year mandatory term with the option of a further 2 year term; Maximum 4 years, looking for a successor after 3 years; however if no other person puts name forward to fill this role after 4 years, you can put your name forward in one year increments.

We don't want people in voting roles to be on the Board for 10 consecutive years.

Cindy suggested that Nancy Penner would rewrite the bylaws as she is a lawyer. We have to have them out to the membership prior to the AGM meeting.

We have to vote tonight as a board to put this restructuring forward to the membership. Two weeks and one day from now this information would be emailed to the membership with the updated job descriptions and the proposed new format. They need to be informed as to what they will be voting on at the Fall meeting. They have voted against us before. Proxies for those that cannot attend?

**Elayne:** We would be presenting the Slate of Officers we have formulated here. In addition other names can be put forward by other clubs for these positions and the 2 vacant voting positions.

Outside nominations for the vacant positions have to be accepted in writing by the Secretary two weeks prior to the AGM (September 20th). This gives one week prior to the meeting that we present the Slate of Officers to vote on.

All job descriptions should be presented in same format in order to be consistent.

They are all different right now. Some have timelines some don't. Need a template and follow it for all.

**Monika** - if we make it a google doc we can change them.

Shannon will not be able to attend the AGM but can be voted in by putting her name forward via proxy. Need to have everything ready to send out to the membership on the 13th in order for them to be able to submit names for nomination for positions to the Secretary by the 20th. An email has to be sent out with the names of the current Officers and give the opportunity for further names to be submitted by the membership.

Monique presented a motion to be voted on

**MOTION:** To restructure the CLGA Board of Directors to 9 positions with voting privileges.

Seconded by Karen

Vote was taken and all were in favour.

It would be good for word to get out at the champs finale re the proposed changes as this would let presidents or clubs reps know. Each club has 5 reps able to attend. It's the biggest attended event. Clubs' fall meetings are taking place in the next few weeks therefore would be a good opportunity to discuss the changes, available positions etc.

**ACTION ITEM:** Margie Nichol said she would talk about it at the champs windup lunch on 10th September.

Priddis only wanted 120 players but we have 130 registered to attend. Last year was 123 participants. Would like to do a draw for gift certificates from Priddis pro shop. Never had any money from CLGA for prizes.

Monika made a motion:

**MOTION:** CLGA to give \$500 to purchase gift certificates from Priddis pro shop for draws at Champs windup on September 10th.

Seconded by Titia

All in favour

### **Linda Wagner and Marilyn O'Connor points regarding Senior Amateur**

1. Discuss dealing with introducing maximum handicap factors in future Amateurs. Suggestion is that next year the tournament committee restricts the handicap factor to maybe a factor of 25 or handicap of 30. Competitors should also have to have some experience in tournament play and suggestion they try champs and their club championships first before they strike out into senior amateurs. Monika looked up how many that would have excluded from playing. Perhaps the tournament does not have to be full. If we budget for less e.g. 80 players but get 96, it's good. We have to keep the prestige of the Amateur tournaments. They are city championships. It does not give the proper status to lady city amateurs with such high scores. Highest entry handicap was 37 but shot in 130's both days. Also causes slow play. Handicap of 36 should be the max with previous competitive tournament experience required. Should have questions on form pertaining to our requirements. A lot of high handicaps don't know the rules. Suggest clubs or ladies leagues hold rules seminars. Difficult to implement a handicap limit when players register under the max stated but could be over that by the time the deadline approaches. Should state on entry form that handicaps will be taken as of the entry deadline date. Over 50 players were rejected at the deadline date as over. The maximum entry factor would be different every year depending on the course's slope rating. This year our overall low net Super Senior winner was a 35 handicap; but she shot just under or at her handicap and she had been in competitions before.
2. Suggest CLGA take over complete control of Rules Officials. Make a list and have each officials level of accreditation. Determine how much we pay them etc for each tournament. It may be interesting with the new rules coming out. Alberta golf say they may lose some of their older Rules Officials because they won't want to get recertification. Lyle was interesting character but likes doing the ladies Senior tournament. It's important that we book all tournament officials at the beginning of the year. We need to pay them per day. Cindy has started a list. Alberta Golf will call Cindy in November with further rules people. Susan Dempsey who is a certified Rules Official also has a list. She'll liaise with Cindy. First week of 2019 someone has to book these officials. It will be tentatively added to the duties of the VP to book the Rules Officials for all tournaments.
3. **ACTION ITEM:** Monique will put on the Agenda at the next Executive Meeting following the AGM, how and how much we will pay the Rules Officials. We should have a list of usable officials by then
4. We had a couple of players withdraw after the deadline and the notes say that if no players are on the wait list after the draw is made then there is no refund unless a medical certificate is provided and there is a wait list. We need to stick with this rule. CLGA should be responsible for dealing with this since they are responsible for taking the entries. The process right now is Monika gets an email requesting withdrawal and she sends it to Diane for refund but this is before the deadline. These notes are in the binders that are handed down from tournament to tournament. We should not penalize if they are actually sick. Monika: our Executive made a policy under our Tournaments and Events section on website, a refund policy: "Tournament entry refund requests will be accepted until the last day of entries for that event. If a refund is requested, there will be a small PayPal fee will be charged." It's not like this anymore so if it needs to be

changed. There was nothing mentioned about after the deadline. CLGA should have a policy of no refund after deadline unless there is a wait list. The draw would perhaps change after the deadline but that is inevitable.

5. We should have a documented understanding of our commitment to the host clubs going forward including green fees, maximum cost for meals and conflict of interest with respect to future sponsorship. We ran into an issue with GolfTown because they are a conflict of interest with our Pro-shop. This was not received well. We have a creative Manager. We put the gift certificates through the pro shop and restructured them as golf balls etc. to give out. We need to be prepared to deal with these conflicts. We do not want golf courses rejecting to host due to sponsors. Sponsors are promoting themselves too. They gave \$300 gift certificates and \$10 off if you spend \$50 coupons. Perhaps the VP role could take on the duty of overseeing sponsorships.
6. The draw on the last day of competition, the first two flights were put together(championship and flight 1) This had to be done since there was a flight 1 player in contention. Diane asked why the player in contention can't stay in their own flight and still be the winner. Marilyn responded: In a tournament you want to have your leading people playing together under as near the same conditions as possible so that if, for example, they are in the last group on the 17th hole and the wind starts to howl, at least they are together. Diane asked why we don't put the flights together right from the very first day. That would be 24 players in the Championship flight and then there would not be switching the any day from one flight to another. Cindy commented there would be players that would not enter/play at all if they were in the championship flight. Diane said you would play with your like handicaps the first day regardless. A player should be competing against the players in their flight where they would be paid out and not switched into Championship flight the last day. Consensus was that flights should have 12 players and players then have a chance to win their designated flight. If you happen to shoot a very low score and have a chance to win the championship, then you will be in a grouping that reflects that.
7. The mementos that were given out as prizes were very well received...The picture frames. Gaylene thanked Winston on doing a great job. The tee and pin placements were good.

Next meeting September 26th at 6 pm at Inglewood Golf & Curling Club with meal.

**MOTION:** to adjourn by Monique at 9:09 pm, seconded by Diane.

Respectfully submitted  
Elayne MacDonald  
Secretary