

**MINUTES OF AORANGI GOLF BOARD MEETING
HELD AT THE SPORT CANTERBURY OFFICE
70 MORGANS ROAD, TIMARU
AT 7PM ON MONDAY 23 JANUARY 2017**



Present: Debbie Lovett (President), Bernard Walsh (Board Member), Ginny Bolderston (Board Member), Chris O'Neill (Board Member), Malcolm Wood (Aorangi Community Golf Manager ex officio).

1.0 Apologies: Warren Leslie (Board Member)

2.0 Confirmation of the minutes of the meeting on 23 January 2017

Moved that the minutes from the previous board meeting be accepted as true and correct.

B. Walsh / G. Bolderston / Carried

3.0 Matters Arising (not otherwise covered in the agenda):

3.1 Annual Awards Dinner.

No future date has been settled on at this time. Discussion on when George Harper will be available outside of his television commitments still to be confirmed, possible date now May or June. Consensus was that the event needs to be held before June to keep awards current from 2016 calendar year.

3.2 Annual Accounts.

Confirmed that HC Partners now have our accounts for review and will continue with them for the current year. Will review this arrangement again in 2018 if required.

3.3 Strategic Planning.

Moved to General Business

4.0 Correspondence

4.1 Administration Contract from Canterbury Golf.

Contract was tabled for Board discussion in the presented form. Board were happy to see contract run its course through 2017 as presented.

5.0 Finance

5.1 Monthly Accounts:

- Financial Summary December 2016
- Bank Reconciliation as at 31 December 2016
- P & L December 2016
- P & L Year-to-Date December 2016
- Balance Sheet as at 31 December 2016
- Payables & Receivables as at 31 December 2016
- Monthly accounts for approval – December 2016

Discussion was had in relation to our variable costs and to ensure that as a Board this remains top of mind when making purchases on big ticket items.

Tabled & approved.

B. Walsh / C. O'Neill / Carried

6.0 Admin Reports

- | | | |
|-----|-----------------------------|----------------------|
| 6.1 | Canterbury Golf Admin Staff | tabled & discussed |
| 6.2 | Community Golf Manager | tabled & discussed |
| 6.3 | Club Capability Manager | No report this month |

7.0 Sub Committee Reports

7.1 Men's Representative	No report this month
7.2 Women's Representative	No report this month
7.3 Junior Representative	No report this month
7.4 Men's Match	No report this month
7.5 Women's Match	No report this month
7.6 Junior Golf	No report this month
7.7 Course Rating	No report this month

8.0 General Business (not otherwise covered in the agenda and reports)

- 8.1 Debbie spoke to the meeting asking thoughts from the Board to have monthly meetings on a rotation in areas where Board Members reside. General discussion followed with this being agreed by all members present. Details on dates / places to be decided at next meeting.
- 8.2 Ginny questioned if all old Board documents & uniforms were still to be collected from resigned President Gavin Smith. Bernie Walsh advised he would meet and collect from Gavin & have returned to Board care.
- 8.3 Co-Opting of Board Members. Debbie spoke to the Board asking if they knew of anyone that would be suitable to Co-Opt onto the Board. Ideally individuals that had good business / accounting or legal backgrounds would be preferred. Members were asked to do some homework on this and report back at the next meeting.
- 8.4 Board Governance. It was agreed that a Governance Workshop be organised through Sport Canterbury to assist all members of the current Board. Malcolm to speak with Sport Canterbury to arrange this at their earliest convenience.
- 8.5 As a number of Board Members were going to be absent through February, next Board Meeting date has been set for 13th March.

Meeting closed 8.10pm

Next Meeting – 13 March 2017

Signed Chair _____

Date _____