

**MINUTES OF AORANGI GOLF BOARD MEETING
HELD AT THE SPORT CANTERBURY OFFICE
70 MORGANS ROAD, TIMARU
AT 7PM ON MONDAY 21 NOVEMBER 2016**



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

1.0 Apologies: As no apology, had been received from Chairman Gavin Smith, board members appointed Debbie Lovett to chair the meeting in Gavin's absence.

2.0 Confirmation of the minutes of the meeting on 10 October 2016

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

B. Walsh / W. Leslie / Carried

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

3.1 Strategic Planning – moved to General Business

3.2 Annual Dinner date – moved to General Business

3.3 AGM. Debbie updated meeting that Mike had sent out notice of AGM (7 Dec) and nomination forms to all clubs. All reports & papers for AGM yet to be collated. Meeting discussed. Grant Lewis presenting financials at the AGM, all in agreeance for a request to be sent to Grant. D. Lovett to action.

4.0 Correspondence - Nil

5.0 Finance

5.1 Monthly Accounts:

- Financial Summary October 2016
- Bank Reconciliations as at 31 October 2016
- P & L July, October 2016
- P & L Year-to-Date October 2016
- Balance Sheet as at 31 October 2016
- Payables & Receivables as at 31 October 2016
- Additional payables received up to 8 November 2016

Tabled and approved

D. Lovett / B. Walsh / Carried

Discussion from meeting on preparation of accounts & how these can be better presented for approval of invoices. Unanimous to see a process of accounts as 1 spreadsheet for month end, with additional accounts up to day 8 of the following month added to the same spreadsheet and circulated to all board. This will give a clearer overview of accounts to be approved by the Board and action payment before the 20th of the month. D. Lovett to action.

5.2 2015/2016 Annual Accounts & Independent Review: Draft tabled & approved. Recommendation from meeting to speak with Craig Copland to review and certify Financial Statement. G. Bolderston to action this.

G. Bolderston / D. Lovett / Carried

5.3 2016/2017 Budget (draft). Discussed and approved as tabled. Rep entry fee and interclub costs for 2017 to remain the same as for 2016. Women's interclub income to increase slightly

Recommendation to AGM that full levy to be increased from \$18.50 to \$19, and Summer levy increased to \$9.75

W. Leslie / B. Walsh / Carried

6.0 Admin Reports

6.1 Canterbury Golf Admin Staff – Meeting discussed Admin Accounts, after much discussion it was agreed to coordinate a meeting between Board members in conjunction with Max Walker, Maryanne Marlow and Grant Lewis to seek clarity on admin agreement so all can move forward productively.

6.2 Community Golf Manager – Report tabled & discussed.

6.3 Club Capability Manager – Report tabled & discussed.

7.0 Sub Committee Reports

7.1 Representative – Verbal report by Ginny & Bernie. Meeting agreed to merge Rep reports as one report from hereon in. Discussion on the need for an Assistant Manager for Women's Toro Tournament. Moved this be adopted.

G. Bolderston / C. O'Neill / Carried

Bernie advised that Gordon Kenton was prepared to take on Men's Managers role for Interprovincial, moved this be adopted.

B. Walsh / W. Leslie / Carried

Meeting discussed that clearer communication was required prior to all representative events to overcome any last-minute issues.

7.2 Women's Representative – refer 7.1

7.3 Junior Representative - No report this month.

7.4 Men's Match – Report tabled and discussed.

7.5 Women's Match – Report tabled and discussed.

7.6 Junior Golf – No report this month.

7.7 Course Rating – Report tabled and discussed.

8.0 NZ Golf

8.1 NZ Golf Forum 25/26 October. Report from D. Lovett tabled and discussed. Discussion from Debbie with regards Minutes from Aorangi Board to be loaded to Aorangi website, meeting in agreeance, moved this to be done.

G. Bolderston / W. Leslie / Carried

8.2 Vote for Director nominations. Board moved to vote Anna Shires & Mike Howard.

D. Lovett / W. Leslie / Carried

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

9.1 Board members discussed non-appearance of the Chairman and a text message received by D. Lovett from Gavin Smith notifying of his intentions to resign from the Board. Agreed that a letter be sent to Gavin asking to confirm his intentions in writing before the end of November, and also to forward Chairman's report for upcoming AGM. MW to action.

9.2 Question was raised by Warren in regards to a Rules Course, asking how & when as both Warren & Chris were interested to attend this course. Debbie to action and advise.

9.3 Strategic Planning. Meeting agreed that next meeting in December can spend time on this.

9.4 Annual Dinner. Work in progress, discussion around Guest Speaker.

Meeting closed 9pm

Next Meeting – 12th December 2016

Signed Chair _____

Date _____