

**Minutes of** NSWVGA Special General Meeting held at Bankstown Golf Club on Thursday 2<sup>nd</sup> February 2017, commencing at 9.35 a.m.

Meeting opened: by Chairman Ian Vidler who welcomed Councillors & delegates

Attendees: Garry Mason (Clr), Richard Doyle (V/Pres.), Les Mann (Delegate Gp 31), John Dixon (Clr), Lance Fredericks (Clr), Les Knox (Clr), Col Darley (Delegate Gp2), Kel Pearce V/Pres), John Daley (Clr), Len Payne (Secretary), Ian Vidler (President), David Gunner (Treasurer).

Apologies: Stuart Dossetor (Clr), Brian Graham (Gp 21 Delegate), Chris Evans (Gp20 Delegate), John Buttle (Gp2 Secretary), Joe Crook ( Gp7 Delegate). Apologies accepted on motion of Clr. Richard Doyle, seconded Clr. Kel Pearce – carried.

Obituaries: Trevor Whitelaw (Camden),

Important issues for determination:

**Notice of Motion to amend the NSWVGA Constitution at Special General Meeting 2<sup>nd</sup> February 2017.**

Moved Ian Vidler

Seconded: Richard Doyle

Notice of Motion to amend Clauses 1.5, 1.17 and 9.3(ii) as follows:

1.5 Members of the Executive Council will include the President, two (2) Vice Presidents, Secretary, Treasurer, Webmaster and six (6) Councillors, but does not include the auditor.

***Amendment:***

***1.5 Members of the Executive Council will include the President, two (2) Vice Presidents, Secretary, Treasurer and seven (7) Councillors but does not include the auditor.***

1.17 "NSWVGA Webmaster" means that the member elected at each AGM to be in charge of the administration of the Association website for the ensuing twelve months.

***Amendment :***

***This paragraph to be deleted. 1.18 now becomes 1.17***

9.3 (ii) to elect an Executive Council for the ensuing twelve months comprising the President, two (2) Vice Presidents, Secretary, Treasurer, Webmaster and six (6) Councillors,

***Amendment:***

***9.3 (ii) to elect an Executive Council for the ensuing 12 months comprising the President, two (2) Vice Presidents, Secretary, Treasurer and seven (7) Councillors***

The purpose of this motion is to remove the position of Webmaster from the Executive Council as the management of the NSWVGA Website has been directed to a commercial enterprise.

Ian Vidler

President NSWVGA      December 12<sup>th</sup> 2016

***Recommendation: That NSWVGA Executive Council operate with 11 Councillors for 2017.***

Motion was formally moved by Clr.Ian Vidler & seconded Clr.Richard Doyle & carried unanimously.

President advised that he will write to ex-Webmaster & express our appreciation for his work on NSWVGA & re-confirm his life membership of the Association.

President then declared the Special General Meeting closed & opened the Executive Council Meeting.

Motion "That the recommendation that Council operate with 11 Councillors for remainder of 2017 be adopted "moved Clr. John Dixon seconded Clr. David Gunner –carried.

Minutes of previous Executive Meeting of NSWVGA Inc. of Thursday 1<sup>st</sup> Dec. 2016, as circulated were confirmed on motion of Clr. David Gunner seconded Clr. Kel Pearce – carried.

Business Arising:

Nil as matters are covered in President's report.

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## **President's Report: Executive Council Meeting 2<sup>nd</sup> February 2017**

**Website:** I have been heartened by the efforts of Barry Maloney to get our new website operating, especially with the time spent in attempts to get the Members List correct. He has had to make Group Secretaries aware of his requirements, in some cases, several times and it is obvious to me that we should give some direction on the role of this officer in our organisation. Barry now has several menus on the site and the amount of information is growing. However, I like the KISS principle for the operation and this should make it easier for veterans to navigate through the website.

**Suggestions:** The Home page with Executive names: Could we provide some mugshots to Barry so we become recognisable rather than part of an email address.

Can we now delete the "We are teeing of....." in favour of a photo of one of our courses which could change regularly.

The Log In boxes are confusing.

*P.S. An alternative NSWVGA website is still in operation under Paul Horton's name. The Notice of Motion for the SGM in February appeared on it with the heading "the end of the road." This notice was sent to all Councillors and delegates and appeared on this website soon after.*

**Fossickers Way Week of Golf:** I recently received an email from Tim Cox, TD of this event in which he indicated that Bingara are going alone this year as there has been little interest from Warialda or Barraba in supporting the organisation of this event.

**AVGU Championships 2018 Nelson Bay:** I am meeting with the Tournament Director of this event, David Flatt, on Wednesday 8<sup>th</sup> February during the Myall Coast Veterans week of golf to discuss organisational matters and the role Go Golfing will play in the organisation of this event.

**Programming Handover:** I travelled to Yamba in early January to hand over the Programming information to John Daley. As John is well versed in Weeks of Golf protocol this took little time. I also attended a meeting of the Yamba Veterans committee where I was made welcome and was able to assist them on matters of the members' lists on the website and other issues.

**South West Rocks request for date change:** An email was sent to the TD as per minutes of last meeting. No response.

**QOD non payment of invoice for booklet advertising:** I spoke to Colin Hiss from QOD Wednesday 1/2/17 and he claims he paid after second invoice was sent on 10/01/17.

Ian Vidler

President

Treasurer confirmed that QOD payment has now been received.

Issues with the new website were raised, especially Group Secretaries not complying with requests re membership lists. All Tournament Directors/Group Secretaries & Councillors will eventually get a special password to enable logging-in to website, meanwhile forward information to Website Manager. Also, Councillors are asked to provide a photo to facilitate identification/communication with members.

1. Issue of 2017 meeting dates was confirmed as Wed 5<sup>th</sup> April, Thurs 8<sup>th</sup> June, Wed 2<sup>nd</sup> August, Thurs 5<sup>th</sup> October, AGM Wed 1<sup>st</sup> November & final 2017 meeting Wed 6<sup>th</sup> December 2017.

2. Matter of joint Golf NSW/NSWVGA Sandgreen Strokeplay championships at Holbrook. It was decided that Graham Phillipson ( or his representative) be invited to the April meeting to discuss this & other issues, with Clr Les Knox agreeing to contact & invite him. President expressed appreciation to Clr. Knox for his liaison

Acceptance of President's report moved Clr. Ian Vidler, seconded Clr. Richard Doyle – carried.

#### Correspondence:

In: 1. 8.12.2016 – E-mail from Webmaster re Executive request for co-operation with new Website manager.

2. 10.12.2016 – Further e-mail from Webmaster advising that transfer is complete.

3. 12.12.2016 – E-mail from President NSWVGA with Notice of Motion as listed above.

4. 14.12.2016 – E-mail from President NSWVGA advising that NSWVGA website is on line & open for business.

5. 10.1.2017 – Letters from Secretaries, Cabramatta, Waratah, Kogarah & Kareela Veteran Golfers Clubs advising of their new status as an "Ungrouped club" & providing formal notice & membership list.

6. 25.1.2017 – 3 E-mailed reports of NSWVGA website update from Clr. Stu Dossetor.

#### Out:

1.7.12.2016 – E-mail to Webmaster from NSWVGA Executive request to co-operate with new Website Manager for transfer of NSWVGA website.

1.7.12.2017 – E-mail to Net registry from President re update registrant application.

2. 8.12.2016 – E-mail to Michael Sykes (Manilla) advising of NSWVGA Executive decision re Sandgreen Championships.

3. 8.12.2016 – E-mail to groups 18 & 29 & Gulgong advising of NSWVGA approval for transfer of Gulgong to Group 29.

4. . 21.12.2016 – Formal notice to Councillors & Group Secretaries of decision to hold a Special General Meeting on Thursday 2<sup>nd</sup> February 2017 at Bankstown G.C.

5. 7.1.2017 –E-mail enquiry from President to Bingara Vets. re Fossiker's Way Tournament in 2017 & response from T/Dir that Bingara only will host it.

Motion that Correspondence as presented be accepted moved Clr. John Daley seconded Clr. John Dixon – carried.

Treasurer's Report:

## BALANCE SHEET for NSWVGA from 23.11.16 to 25.1.17

Opening Balance as at 23.11.16 \$40,124.15

<u>Income</u>	
Affiliation Fees	\$10,152.00
Registration fees W.O.G.	\$1,618.00
Interest	\$26.19
Sponsorship	\$2,175.00
Adm Income	\$205.00
Banner	\$180.00

Total income \$14,356.19

<u>Expenses</u>	
Councillors to meetings	\$2,528.86
Councillors to tournaments	\$1,738.00
Vouchers	\$4,630.00
Web Maintence	\$40.00
Meeting Exp	\$108.00
Postage	\$160.00
Printing/Stationary	\$98.00
Shields/Medals	\$188.30
Handbooks	\$6,864.00
To A.V.G.U	\$2,400.00
Refund	\$40.00
Donation	\$800.00
Presentation Folders	\$420.00

Total Expenses \$20,015.16

Closing Balance as at 25.1.17 \$34,465.18

### Cash Asssests as at 25.1.17

Greater Building Society \$38,000.00  
matures on 06.05.2017 at 2.55%

Vouchers for W.O.G events \$3,785.00

Total Assets \$41,785.00

After explanation of AVGU Capitation fee & advice that only Group 3 affiliation fees are outstanding & when their fees are paid it will show that membership paid up is slightly over 15,000, motion that financial report be received was moved Clr. David Gunner seconded Clr. Kel Pearce – carried.

President then advised that last meeting had not selected sub-committees due to time constraints. After offers/requests & consideration the following sub-committees were confirmed.

Finance Sub- Committee: Clr. David Gunner (Chair), Clr's Richard Doyle & Kel Pearce.

Program Co-ordination: Clr. John Daley (Chair), Clr. Garry Mason.

Communications: Clr. Len Payne (Chair) & Clr. John Dixon.

Sponsorship: Clr. Les Knox (Chair) & Clr. Lance Fredericks.

Website Control: Clr Stuart Dossetor (Chair) Clr. John Dixon & Clr. Garry Mason.

Tournament & Match Report:



**February Report – WEEKS OF GOLF PROGRAM 2017 AND 2018.**

**Overview**

The 2017 program commences next week at Hawks Nest.

The program has been in place for six months with only two areas of concern. They are Bingara and Junee .Lack of numbers are of greatest concern and this council has to determine how to promote these areas to increase numbers and thus sustainability.

Also we have three weeks of golf on at the same time,two in conflict within 500 kms namely Parkes and Bingara.

I have taken over from Ian as the WOG co ordinator and have looked at next years program and developed an alternative that may promote tournaments and increase numbers in some areas.

**2018 PROGRAM**

The program is fairly settled until you come to Parkes,Broken Hill and Bingara.All three are on the same week.

The inclusion of Parkes on the program has detracted from Broken Hill and Bingara.Their inclusion at the date allocated should be looked at to promote a circuit around long standing Tournaments such as Mudgee,Dubbo and Broken Hill.

There could be two scenarios:

1

Parkes placed the week before Mudgee.This would complete a circuit that includes Parkes,Mudgee,Dubbo,Broken Hill.

2

Mudgee,Dubbo,Parkes,Broken Hill,Coomealla,Griffith and Leeton.

I have spoken to Dennis Martin from Broken Hill and asked him and his committee to consider moving their week to the following week and playing four days after the October long week end.

This would allow people three days to travel to Brohen Hill from Parkes and other venues.

This will also allow the possibility of conducting a trial week at Coomealla near Dareton outside of Mildura.

There is a music festival held in the Mildura at the long week end in October.The accommodation at Coomealla is at a premium this week but available the next.

I have spoken to the manager of Coomealla golf club while there last year.He indicated they would be interested in exploring the WOG concept at his course.

If this is acceptable it would give the golfers going such distances somewhere to go after Broken Hill with the possibility of completing the circuit at Griffith and Leeton.

All of this is dependant on Broken Hill moving their week of golf.

Bingara,Inverell/Armidale and Tenterfield.

Bingara is now a stand alone tournament in 2018.

Bingara can follow Dubbo.They then go onto Inverell/Armidale and then to Tenerfield .

This circuit is straight forward with the opportunity of numbers increasing at Bingara as well as the other venues.

I will continue to liaise with tournament directors cocerned and report back to the next meeting

John Daley  
WOG CoOrdinator

Attachments-WOG2018  
-WOG 2018 ALTERNATIVE

It was agreed that Program Co-ordinator forward both issue 1 & 2 of proposed 2018 W.O.G. Programme to Tournament Directors' for consideration & response.

Motion to receive P/Co-ordinator's report & congratulate him on excellent first report moved Clr. Len Payne seconded Clr. Lance Fredericks – carried.

Secretary's report: Brief verbal report submitted that handbook distribution completed with only about 1,100 remaining out of 15,000 & that despite postal increases, cost had been only \$1,100 out of budgeted \$1,500 due to excellent work of Councillors. Club Secretaries are requested to ensure distribution to current members with any remaining being placed either in Pro. Shops or prominently in clubhouse to encourage increased membership.

Motion to receive Secretary's report moved Clr. Len Payne seconded Clr. John Daley – carried.

Website Co-ordination reports:

## Website Sub Committee Report for NSWVGA Meeting 2 Feb2017

The past couple of months have been tumultuous for the NSWVGA website – to say the least. Barry Maloney has done a great job in getting the site operating. The WOG information is available and I know is being used. This seems to be keeping the travellers happy.

Barry's main effort now is getting the membership information into place. This is taking considerable effort. Group secretaries are supportive but some need guidance which Barry is 'gently' providing. At this time we are not sure when this task will be completed. We should not get too concerned as Group Secretaries have the information and affiliation fees will be forthcoming. If it takes another few months it will be worth it.

Apart from the WOG information we have put up the Policy Guidelines, Executive council members and contact details and made Council Minutes available. The site is work in progress but is progressing. Separately it is probably worth reviewing the policy guidelines for currency. We may need a new guideline for the Website. In time Barry will be developing a tutorial for us of us who will need to use the site.

On the matter of access once they have been 'purified' membership records will most likely be posted & updated by individual Group Secretaries although some thought should be given to this being undertaken by Club Secretaries. This will need consultation with the Clubs. Barry is developing a common format.

It is also intended that TD should have access to all information with ability to make amendments as necessary.

The subcommittee believes that we should minimise content on the site rather than load it with everything like the last site. No other recommendations other than keeping information to a minimum are made at this time. However, some ideas for consideration are:

- Perhaps a map of NSW could be placed on the Home page (similar to BOM weather) where a person seeking information on a club could click on the specific town which might contain specific details Club info maintained by local Secretary. This could have a link to a local club website where information could be downloaded. The map could also have the Zones, Groups outlined similar to council or electorate boundaries.
- Subcommittee does not think it necessary to have local club info/results posted to our website as these are of little interest to the majority of membership.
- A permanent photo gallery is considered unnecessary. Photos of Medal Winners, WOG winners etc could be posted by WOG TD's as part of reports perhaps.

Enclosed are two attachments proposing [1] Website Manager Duties and Responsibilities and [2] the Role of the Website subcommittee for endorsement of the Executive Council. Barry's input as also been canvased

The subcommittee recommends that a member of the executive council be nominated as the Chair of the subcommittee ie Website coordinator [NOT Webmaster] and be the single point of contact for the web contractor.

## **Background**

The previous website set up and administered by Paul Horton for the NSWVGA has now been closed and a new site set up for NSWVGA. A website subcommittee comprising Stu Dossetor, John Dixon and Garry Mason has been set up to oversee the reestablishment and running of the site. Stu Dossetor has been acting as the Chair of the Sub – Committee and first point of contact on Website matters for the NSWVGA.

## **Role of Subcommittee**

Act on behalf of the NSWVGA Council by:

- a. Reporting to the NSWVGA executive council at regular meetings.
- b. Recommending website content, including webpages for use by Groups/large Club associations
- c. Providing direction to the website Manager
- d. Establishing guidelines for advertisers on the website
- e. Liaison with website advertisers
- f. Regular liaison with the website manager to optimise input & maximise display attractiveness.
- g. Ensuring that an appropriate privacy and security is in place.
- h. Establishing a set of guidelines/duties/requirements of any website manager.
- i. Providing operational control and co-ordination and direction of Website Manager.
- j. Recommending nominees for Website Manager to the Executive Council for decision.
- k. Determine access controls- who can do what

## Website Manager Duties and Responsibilities

There is no fixed set of duties that a website manager performs. The website manager works as an administrator for the NSWVGA website, managing content, maintaining Web design and answering consultation questions. Ours will clearly be on a part time basis.

Common duties and responsibilities of a website manager:

Presently Included:

1. Ensure website functionality and perform software updates
2. Manage web environment design, deployment, development and maintenance activities.
3. Perform testing and quality assurance of web sites and web applications as needed.
4. Ensure operational integrity & maximise protection of Website against illegal actions
5. Ensure domain registration and hosting are current on receipt of invoice remittance
6. Maintain regular liaison with Website Co-ordinator to optimise functioning of website.
7. Maintain regular liaison with Website Co-ordinator to optimise functioning of website. See "Role of Subcommittee" document point c.

Tasks that might require an additional fee if requested by Website Coordinator on behalf of Executive Council.

1. Monitor, assess, and report on website performance
2. Handle online marketing projects ranging from SEO to social media marketing
3. Publishing content, maintaining continuity of themes, designing layout, streamlining navigation and increasing online presence to NSWVGA members and potential members.
4. Maintain best practice in utilising latest trends in Website development, consistent with directions from Website Co-ordinator

In considering these excellent reports, after debate it was agreed that the suggested map initiative be adopted, along with the suggestion that only 12 months NSWVGA meeting

minutes be retained on a rolling basis. It was suggested that an Honour Board be established for only major NSWVGA events & that a photo of current Councillors be placed on the website to facilitate identification. Motion to endorse Website Reports including adoption of those suggestions above moved Clr. John Dixon seconded Clr. Richard Doyle – carried.

#### Matters on Notice:

1. Consideration of appointment & role of Patron as per Constitutional amendment made at 41<sup>st</sup> A.G.M. (Note: this item held overdue absence of mover Clr. Stuart Dossetor). In discussion it was stated that any such position have a clearly DEFINED role & that the matter be further stood over pending the attendance of mover Clr. Stuart Dossetor – agreed.

#### Matters without Notice:

Clr. Garry Mason asked if Groups have a structured form & role. Several Councillors related the situation in their Groups, although there is no formal guideline for this. It was agreed that Clr. Mason review this & report if it is felt that incorporation into a guideline would formalise & facilitate this.

Clr. Richard Doyle raised the issue of difficulty in establishing currency of membership. After debate it was moved that ALL clubs be directed to review & remove any unfinancial or deceased members from their lists as submitted to Group Secretaries by the end of November each year. Motion moved Clr. Richard Doyle seconded Clr. John Daley – carried.

General Business: Delegate Col. Darley (Group 2) suggested that areas of concern between clubs within Groups especially in relation to Weeks of golf be reviewed, citing the issue of volunteering & ability to conduct future Weeks of golf.

Clr. Les Knox reported that nominations for the NSWVGA Strokeplay championships ‘are very solid at this stage’.

Clr. Garry Mason raised the issue of provision & style of shirts currently issued to Councillors. Councillors were asked to research & price the available options & report back to the next meeting.

Clr. Richard Doyle raised the issue of “remote club memberships for veteran golfers competing in local & W.O.G events”. After debate, it was agreed to list concerns raised for discussion with the representative of Golf NSW at our meeting with them.

#### Initiatives:

At the last meeting, Councillors had been asked to consider & propose initiatives for consideration at this meeting. Early completion of business resulted in some Initiatives being adopted & others deferred for further consideration & research.

#### Initiatives adopted were:

1. “That all Groups be required to have their Annual general Meetings PRIOR to the end of October, so as to ensure that handbook printing is accurate for the ensuing year. (Note:

handbook has to be sent to the printer's by beginning of November to enable distribution prior to the commencement of the next year." Motion moved Clr. Len Payne seconded Clr. Ian Vidler – carried.

2."That all Tournament Directors are made aware that if the ratio of male to female competitors at their tournaments are close, then they may apply for equal value vouchers to be supplied, provided they apply well in advance". Motion moved Clr. Ian Vidler seconded Clr. John Daley – carried.

Meeting then adjourned for lunch at 12.30 p.m. resuming at 1 p.m.

Other initiatives were then discussed at length, but deferred for further consideration & research.

A further initiative was then proposed for a forum/planning session for Tournament Directors', Group Secretaries & Group executives for information dissemination & future planning. Topics suggested include (A) Report from Program Co-ordinator;(B) Insurance update & advice,(C) Website issues & future management (D)Succession Planning,(E)Future planning & financial issues. This list is not complete & it is intended to allow adequate time for discussion & input by all attendees.

In debate, it was felt that to minimise travel that four forums be held, all in June. Dates & locations proposed are:

1. Orange – Friday 9<sup>th</sup> June 10a.m.
2. Cootamundra – Tuesday 13<sup>th</sup> June 10a.m.
3. Batemans Bay – Thursday 15<sup>th</sup> June 10a.m. (subject to confirmation of enough interest in attendance by personnel interested in that area).
4. Coffs Harbour – Monday 19<sup>th</sup> June 10.a.m.

It is intended that the NSWVGA President Ian Vidler will attend all forums, with relevant Councillors attending forums as required.

All Group Secretaries & Tournament Directors & Executive members are asked to make every endeavour to attend. Venues & catering will be advised when confirmed. As Councillors are keen for feedback & input from T/D's & Group Secretaries & Executives, Secretary was asked to promulgate to them, to ascertain interest in attending.

With no further business, President Ian Vidler closed meeting at 1.30p.m.

Date of Next meeting : Wednesday 5<sup>th</sup> April,2017 Bankstown Golf Club.