

Meeting minutes

Meeting title	Committee Meeting
Time and date	7.00 pm Tuesday 8 th February 2022
Chairperson	Allan opened the meeting at 7.00 pm
Attendees	Yvonne Campbell, Syd Wheatley, Julie Challen, Gary Govan, Allan Peake, Martin Rose, Russell Stanfield, Shri Prasad

Item		Action
1	Apologies: Darren Walton	
2	Declaration of Conflict of Interest: None	
3	Confirmation of Previous Meeting Minutes: Proposed Motion: ‘That the meeting minutes for the Committee meeting held on 11 th January 2022 be accepted as a true record. Moved: Gary Govan Seconded: Martin Rose Carried/Failed	
	Business arising from Previous Minutes: <ul style="list-style-type: none">Reported by various committee members that all follow up actions required as per January meeting were attended to.	

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4	CORRESPONDENCE IN		
	Date	Received from	Subject
	12/01/22	Nic Hamley	Membership enquiry
	15/01/22	Suzanne Gribble	Jean Rutherford not shown as dece
	18/01/22	Bruce Neal	Notification of Covid+ test
	19/01/22	VGL	Pennant dates
	24/01/22	VGL	Reminder of due date for pennant e
	26/01/22	Rob Ashdown	Suggestion for slow players
	27/01/22	VGL	Correction to reminder sent 24/1
	01/02/22	Rob Ashdown	End of Pennant representation
	01/02/22	Justin Kyatt	End of Pennant representation - en
	02/02/22	Donna Carter	Return of function bond deposit
	03/02/22	Ken Tan	I am back from injury
	06/02/22	Ralph Grapentin x 6	Re disqualification from club cham
	Late mail in:		
	CORRESPONDENCE OUT		
	Date	Addressed to	Subject
	14/01/22	All members	Rulings and Fixture documents emai
	15/01/22	VGL	All ladies emails to Club email please
	20/01/22	All members	Cancellation of Memorial Day
25/01/22	Male members	Heat out of comp. 26/1	
25/01/22	All members	Slow play in Club Champs	
26/01/22	Rob Ashdown	Martin's reply on slow players	
27/01/22	SungTae Kim	Activation of membership	
28/01/22	Ladies	Thursday update	
01/02/22	All members	Pennant 2022 registration	
02/02/22	Rob Ashdown	Martin's response	
02/02/22	Justin Kyatt	Martin's response	
03/02/22	Donna Carter	Return of deposit	
06/02/22	Ralph Grapentin x 5	Captain's responses	
	Business Arising from Correspondence:		
5	<p>Secretary's Report:</p> <p>There are no new members for approval!</p> <p>Motion: 'That the Secretary's report is noted and approved.'</p> <p>Moved: Gary Govan Seconded: Russell Stanfield Carried/Failed</p> <p>Business Arising from Secretary's Report:</p>		

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<p>6</p>	<p>Finance:</p> <p>We needed to contact Pos Tec (the people who support the Bar (Till) System) because we needed help in reconnecting both systems again after NBN installation – we were informed that we had not paid their support contract since 2019 – these were promptly paid, after I negotiated 4 months free support for the enforced closures due to government directions. Therefore, the amount declared in Till System on the P &L is for 2 years, 2020/21 and 2021/22. I thank Glenn Paton for his assistance in this matter.</p> <p>Things are a bit quiet with the Bar, but this is understandable due to the current circumstances.</p> <p>The observation was made that current bar trading results on a monthly basis are generally in line with expectations but that year-to-date figures are down as there was virtually no bar trading for four months from the start of August to the end of October 2021 due to Covid restrictions.</p> <p>Sri Prasad asked who pays insurance when people hire the RGC clubrooms. The answer is that the hirer pays the premium to the Maroondah City Council</p> <p>Motion:</p> <p>‘That the Treasurer’s report is noted and approved.’</p> <p>Moved: Yvonne Campbell Seconded: Martin Rose Carried/Failed</p> <p>Business Arising from Finance Report:</p>	
<p>7</p>	<p>Match:</p> <ol style="list-style-type: none"> 1. Board updates are complete 2. Match Committee meeting on 1/2/22. 3. New trophies ordered for Mixed Foresomes and Captains Trophy 4. Two groups spoken to about slow play. Warned no action taken. 5. Pennant Registration sent to members. <p>The issue of membership numbers arose in the context of the pressure for tee spots on for Monday and Wednesday Competition and the committee was advised that for the time being membership is closed.</p> <ol style="list-style-type: none"> 6. Club Championships Final Round – Martin advised as follows; <ul style="list-style-type: none"> - A two-tee start was agreed to by Maroondah course management - The Club Championship contenders are to be the final five groups and will start from the first tee - A communication will be sent to members so that all know the playing arrangements. 7. Martin advised that the next Monthly Medal Day and BBQ will be 5 March. <p>Motion: ‘That the Match report is noted and approved’.</p> <p>Moved: Martin Rose Seconded: Syd Wheatley Carried/Failed</p> <p>Business Arising from Match Report:</p> <p>Action – Martin Rose to arrange a communication to all members as per item 6 above.</p>	

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8	<p>Social:</p> <p>Annual golf trip has been booked for 44 players. Memorial Day event and a Trivia Night are under review re dates</p> <p>Motion: 'That the Social report is noted and approved'.</p> <p>Moved: Shri Prasad Seconded: Syd Wheatley Carried/Failed</p> <p>Business Arising from Social Report:</p>	
9	<p>House and Bar:</p> <ul style="list-style-type: none"> ● Following complaints about the quality of the wine offering at the club a wine tasting group was convened to taste some alternative wines and two new wines have been selected, one white and one red wine. ● The bar computer issue has been resolved. ● Allan Peake advised that the club will now be able to have six people per table under relaxed Covid restrictions <p>Motion: 'That the House and Bar report is noted and approved'.</p> <p>Moved: Syd Wheatley Seconded: Julie Challen Carried/Failed</p> <p>Business Arising from House and Bar Report:</p>	
10	<p>Ladies:</p> <ul style="list-style-type: none"> ● January Monthly Medal Winner - Annie Jayasinghe ● February Monthly Medal Winner - Sandra Luby <p>Julie Challen commented that she was unhappy that the club had not entered a Ladies Pennant team. After discussion it was agreed that the VGL be contacted in case there was a team dropping out or if a division had an uneven number of teams entered. It was recognised that this was a "long shot" but worth a try.</p> <ul style="list-style-type: none"> ● The Bellbirds ladies golf group will be holding their AGM in the RGC clubrooms on Tuesday 22 February and need the rooms to be opened for them. Yvonne Campbell volunteered to come down to open the rooms on the day. <p>Motion: 'That the Ladies report is noted and approved'.</p> <p>Moved: Julie Challen Seconded: Syd Wheatley Carried/Failed</p> <p>Business Arising from Ladies Report:</p> <p>Action – Yvonne Campbell as above.</p> <ul style="list-style-type: none"> - Martin Rose to contact VGL re Ladies Pennant 	

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General Business:

Allan – Maroondah document. The council’s request for detailed information from the club was discussed and while President Allan Peake felt this was overreach by the Council, he and Gary advised that most of the information had been completed and the document was nearly ready to be returned to the Council.

Julie - Update Committee Photo 2022- Head Shot of Darren & Shri required. Trish Perry is happy to organize the compilation and distribution.

Action – Darren Walton and Shri Prasad to provide Julie Challen with a passport style photo.

IT Management

When the NBN was connected last month, it caused some issues with the Club’s technology. This showed that the club was in a vulnerable position with its’ IT and related systems and that the club needed to agree on how best to move forward in managing technology at the club in the future.

The committee was advised that club member and Vice President Darren Walton who has high level expertise in this area had volunteered to oversee IT for Ringwood Golf Club,

The committee appreciated accepted Darren’s offer and going forward he will oversee and manage the clubs’ IT and all related systems. It is understood that he will co-opt other club members with IT skills and or outside consultants to assist as required.

In due course Darren will make recommendations to committee in relation to these issues.

Action – Darren Walton as outlined above

Darren

1. Report on Website:

- two members, Corinne Dyer & John Dupe have accepted my invitation/request to join a Website working party. [ref: my email Jan 15, 2022]
- Requests for Quotations for the website redesign have gone out to 5 companies. expecting quotations by Feb 18, 2022

Next steps:

- Website Working party to review quotations and decide on preferred option ~March 4, 2022
- Present preferred option to Committee for approval/go ahead. Target is March 2022 committee meeting
- If Committee approves/gives go ahead, then engage with preferred supplier in 2nd week of March 2022
- Expected date for new website to be up and running is late May/early June 2022

Note – As Darren was an apology for the meeting discussion on the Website was held over until a later meeting.

2. Comms re committee member preferred tee time

Following up from discussion last meeting around the issues with people being booked in ahead of time in the tee sheets. We need to be transparent with the members and communicate why committee members have the option of one preferred tee time pre booked spot per week. Getting this communication out closes the loop on the issue I feel.

Action – No action as far as a general communication to the full membership.

This submission was discussed at some length and when put to the vote whilst a split decision the majority vote was to let the matter lie at present

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	<p>Action – Captain Martin Rose to monitor and manage pre-bookings for committee and people with a working role on competition days who need an early tee time in the field to enable them to finish their round in time attend to their duties on behalf of the club.</p> <p>3. AGM minutes</p> <ul style="list-style-type: none">● Do the AGM minutes get distributed to Committee members so that the actions that were noted can be actioned?● I feel Minutes should be distributed to members. I understand that the current method is to store the minutes in a book somewhere in the club. I have been a member for ~10 years and that’s the first I knew that was the case. Perhaps previous committees potentially haven't done a great job of communicating that.● Given the digital age we are in, I feel we should make a change and share the minutes electronically via email and then with the new website, just posting them there. We have nothing to hide with those minutes so why not share them in a much easier way to improve our transparency. <p>Action – It was decided that no further action was required at this time.</p> <p>First as far as the Annual meeting is concerned there are no follow up actions. The meeting is largely a formality to accept the Annual Report that has been circulated to all members with the notice of meeting, vote on nominations for committee if there is a contested election which has not been the case for several years and vote on a nomination for Life Membership if there is one.</p> <p>As far as anything important in the way of club issues being discussed it is largely a non-event. The minutes are however available at all times to be viewed by members wishing to do so.</p> <p>Business Arising from General Business:</p> <p>Action - See above for action items.</p>	
	<p>The President thanked members for their input and closed the meeting at 8.45 pm</p>	
	<p>Next Meeting: 7:00pm Tuesday 8th March 2022 at the RGC clubrooms.</p>	