



C.D.H. Number - 4105771

Minutes of Executive Committee Meeting

Tuesday, 10th January 2017, at 7.00pm

Present: - Gerry Santangeli (Chairperson), Rae Muir, Elliot Coulter, Craig Clark, Alex Coull, Duncan Laing, Peter Caird, Kevin Willis and Graeme Turnbull.

Apologies: - Pam Bull, Diane Gibb, Andy Hendry and Fiona Hendry.

In Attendance: - John Medley.

Welcome: - Gerry welcomed all to the meeting. Gerry explained that John Medley was in attendance to explain and answer any questions on the status of the Winterfield Golf Club account and to advise on any potential date of a single A.G.M. On behalf of the committee he expressed his gratitude and thanks for John's work on the streamlining of the club's account and the day-to-day running of the clubhouse etc.

Previous Minutes: - Proposed – Duncan Laing, Seconded – Kevin Willis.

Matters arising: - Duncan confirmed that BT has been at the club and we now have our broadband/Wi-Fi upgraded and working.

The office has been tidied up with redundant computer equipment removed and disposed off.

The Club 2000 Training has actually occurred; the setting up of the new touch screen etc is considered 'the training'. Duncan will now trawl through the Club 2000 booklet to hopefully produce a streamlined version of a Troubleshoot document which will allow all users to hopefully deal with any future problems in competition and handicap administration.

The Website's Committee page is up and running with all photographs inserted. The Captain and Lady Captain's email addresses are to be used for incoming email enquiries but a new tool/response mechanism will be created to allow replies to be sent safely.

The Raffle Tickets have been printed and delivered. All that remains to be done is a 'list of prizes sheet' to be finalised, therefore any donations need to be registered so to speak as a matter of urgency.

Secretary's Items: - Alex informed the committee that the club has entered the Scottish Golf 'Club of the Year' for 2016. Our entry has been supported by Lesley Nicholson and if successful we could win £1500 and £1500 of Club 2000 System vouchers. It was however disappointing to note that the closing date for entries has been extended, but we live in hope.

Finance Report: John was on hand to answer any questions regarding the latest monthly account. Elliot had issues as to the way the Men's Presentation Dance had been audited. Further discussion between Elliot, Peter and Kevin will take place. With regards to catering costs there was further discussion regarding the organisation of the event being more 'business-like', to this end Graeme has already offered to organise catering for next year's dance at £7 per head.

A general discussion took place regarding the date of the next A.G.M. of the club in its new form. The year end for accounts will be 31st March 2017 with all expenses accounts covered. It was agreed that the meeting will occur in December with audited accounts till 31st March and a P/L account dated 30th November to be presented then.

The issue of a member missing some payments in the monthly pay-up scheme has been resolved with all fees paid up in full for the term.

House Report: - Graeme providing the committee with a breakdown of costs for proposed improvements to the foyer, lounge and bar areas. The current figure is circa £20,000. This breakdown will be typed up and made available as part of these minutes. A sub-committee will be formed to oversee and implement this challenging but worthwhile programme of improvements.

With regards to a members' levy to assist in financing these and future projects it was agreed that for this year's membership fees, the first phase of

improvements will be funded from club funds with a future levy proposal to be presented at the A.G.M. in December.

Current club membership fees will remain the same: - £100 for 18 to 64 years old, £75 for 65 years and older. The £10 bar vouchers scheme will be stopped which in effect is a £10 increase in fees.

With regards to grant funding of clubhouse improvements from sources such as Viridor Credits we need an individual to 'take ownership' of an application and Graeme has offered to sound out Ian Affleck to carry out this process, firstly with Viridor Credits. Further discussion will take place with regards to the number of projects to be the subject of the grant application. It is possible that the club's contribution could be as low as 10% of the sum applied for.

Graeme will endeavour to confirm the members of a House Sub-Committee as soon as possible.

Match and Handicap's Report: Craig reported that the competitions that had taken place i.e. Monthly Medals and Sclaffers had gone relatively smoothly.

Alex has provided Craig and his sub-committee and the Ladies with a final draft of the Fixture List for the forthcoming season, once the ok has been received this will form part of the 2017 Fixture Card.

Duncan enquired about Entry Forms for our Open Competitions as they are needed both by the Professionals and for inclusion on the club's website.

Elliot revealed that an expired SGU Voucher from the Winter Open had been the subject of an enquiry from the recipient seeking a replacement. It was agreed that no replacement would be provided.

The notice for the Men's Outing to Minto Golf Club has been posted. Currently 21 members have paid their deposit with the booking having been made for 30 to 36 maximum. Total cost is £75 per person.

Rae stated that the new trophy in memory of Kevin Phillips had been purchased and presented at the recent Ladies Presentation Dance. It is currently not engraved and it was agreed to name it the Kevin Phillips Memorial Trophy.

It is hoped to organise a Presentation of Cheques Evening soon for the Dunbar Charities that will benefit from the proceeds of our Charity Texas Scramble.

A Sponsorship Board has been proposed this will be used to highlight all the sponsors who support the club competitions and tee markers etc. We will also look at providing a banner montage of all the sponsors on the touch screen in the foyer.

Green's Report: - In Andy's absence there was a discussion regarding raking of bunkers prior to the January Medal. Again the issue of winter work's programming was raised as bunkers were started on before others had been finished.

The new tee markers will be in place for March. It was suggested that their position on some tees be checked and agreed.

Junior's Report: - Elliot reported that it has been a quiet period for juniors.

Social Report: - In Diane's absence Kevin wished to record the club's gratitude for the efforts of Diane and Diana with regards to the organisation etc of the Kid's Christmas Party.

The Xmas Dinner was a flop but those who did turn up on the night had a very enjoyable evening.

A quiz has been organised for the 11th February. The event will also be advertised in the Heart of Dunbar website.

Any other business: - A discussion took place regarding the Monthly Membership scheme for the new season. As the club affords equal status to male and female members this year's scheme will be open to all, limited to a maximum of 40 members on a first come, first served basis.

After a short discussion over the fees covered by the scheme it was put to a vote whether Enjoy Leisure and Club Membership fees will be combined as one total fee. The motion to combine the fees was carried. Confirmation as to whether lockers fees are also to be included in the total is needed. A notice will be posted inviting members to apply to join the scheme and new members will be eligible to join.

Duncan enquired about Membership forms as they are needed both by the Professionals and for inclusion on the club's website. The Captain volunteered his services to prepare a suitable version.

Duncan reported that we only have two prizes confirmed for the Club's End of Season Raffle. Committee members have been asked politely to provide further prizes. All the prizes will be listed in an appropriate poster which will be provided in the Bar, Professional's Shop etc.

Clarification was sought on the gratuities provided by the club prior to Christmas; this was provided by the Captain and accepted by the committee.

In view of the continuing problems of slow play both in medals and general play; we will advertise the concept of 'Ready Golf' as being the standard protocol for play etc during competitions and the sweep.

Elliot reiterated the need for the office door to be fully locked to provide the necessary security for the room.

The Touch Screen Monitor has had power problems and it is hoped that the improvements proposed for the fireplace in the foyer will solve the issue.

A short discussion took place with regards to Captain's expenses. It was agreed that a similar amount be made available to the Ladies Captain.

As Gerry's first Captain's Day saw Ladies both being invited and playing it was agreed that in future the Captain's Day will be for both the Men's and Ladies Captains building on the success of the 2016 event.

**Date of next scheduled meeting – Tuesday 21st
February 2017 at 7pm.**

WINTERFIELD GOLF CLUB INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 31 DECEMBER 2015 TO 30 SEPTEMBER 2016

12/31/2015		9/30/2016
£ 13,198.86	BALANCE BROUGHT FORWARD	£ 19,322.37
	INCOME	
£ 19,850.00	MEMBERSHIP & JOINING FEES	£ 21,300.00
£ 8,228.00	INSTALMENT GREEN FEES	£ 4,836.30
£ 9,083.00	ENTRY FEES-OPEN & CLUB COMPETITIONS	£ 11,590.00
£ 600.00	SPONSORSHIPS	£ 850.00
£ 1,817.00	MISCELLANEOUS INCOME	£ 595.00
£ -	DANCE TICKETS	£ -
£ 391.00	OUTING	£ -
£ 40.02	BANK INTEREST	£ 16.55
£ 1,641.50	FUND RAISING	£ 1,302.75
£ 41,650.52	TOTAL INCOME FOR THE YEAR	£ 40,490.60
	EXPENDITURE	
£ 11,370.00	WINTERFIELD GOLF&SPORTS CLUB FEES	£ 11,905.00
£ 2,608.20	SGU & LGA FEES	
£ 7,931.24	INSTALMENT GREEN FEES	£ 5,590.80
£ 50.00	CLUB & OPEN COMPETITION ENTRY FEES PAID	£ 50.00
£ 2,018.35	MEALS & CATERING PROVIDED TO CLUB	£ 1,350.65
£ 3,668.25	PRIZES TO OPEN COMPETITIONS(INC SGU VCHRS)	£ 3,311.00
£ 505.24	PRINTING & ADVERTISING	£ 791.44
£ 3,919.80	SUNDRIES INCLUDING GOLF & ADMIN EXPENSES	£ 2,232.09
£ -	BAR VOUCHERS	
£ 1,700.00	TROPHIES & ENGRAVING	
£ 611.00	OUTING	£ 50.00
£ 1,144.93	BUILDING UPGRADES/IMPROVEMENTS	£ 45.00
£ 35,527.01	TOTAL EXPENDITURE FOR YEAR	£ 25,325.98
£ 6,123.51	INCOME LESS EXPENDITURE	£ 15,164.62
£ 13,198.86	BALANCE CARRIED FORWARD	£ 19,322.37
£ 19,322.37	TOTAL	£ 34,486.99
	BANK RECONCILIATION AS AT 30 SEPTEMBER 2016	
£ 22,116.72	BALANCE AS AT 30 SEPTEMBER 2016	£ 34,611.98
£ 2,794.35	LESS OUTSTANDING CHEQUES TOTALLING	£ 124.99
<u>£ 19,322.37</u>		<u>£ 34,486.99</u>

WINTERFIELD GOLF CLUB INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 31 DECEMBER 2015 TO 30 SEPTEMBER 2016

30/09/2016		22/11/2016
£ 19,322.37	BALANCE BROUGHT FORWARD	
	INCOME	
£ 21,300.00	MEMBERSHIP & JOINING FEES	£ -
£ 4,809.20	INSTALMENT GREEN FEES	£ -
£ 11,590.00	ENTRY FEES-OPEN & CLUB COMPETITIONS	£ 391.00
£ 850.00	SPONSORSHIPS	£ -
£ 595.00	MISCELLANEOUS INCOME	£ -
£ -	DANCE TICKETS & RAFFLE	£ 1,501.00
£ -	OUTING	£ -
£ 15.43	BANK INTEREST	£ -
£ 1,302.75	FUND RAISING	£ -
£ 40,462.38	TOTAL INCOME FOR THE YEAR	£ 1,892.00
	SUB TOTAL	
	EXPENDITURE	
£ 11,905.00	WINTERFIELD GOLF&SPORTS CLUB FEES	£ -
	SGU & LGA FEES	£ -
£ 5,590.80	INSTALMENT GREEN FEES	£ -
£ 50.00	CLUB & OPEN COMPETITION ENTRY FEES PAID	£ -
£ 1,350.65	MEALS & CATERING PROVIDED TO CLUB	£ -
£ 3,311.00	PRIZES TO OPEN COMPETITIONS(INC SGU VCHRS)	£ -
£ 791.44	PRINTING & ADVERTISING	£ -
£ 2,232.09	SUNDRIES INCLUDING GOLF & ADMIN EXPENSES	£ -
	BAR VOUCHERS	
	TROPHIES & ENGRAVING	£ 2,579.69
	PRESENTATION DANCE EXPENSES	£ 1,649.94
£ 50.00	OUTING	£ -
£ 45.00	BUILDING UPGRADES/IMPROVEMENTS	£ -
£ 25,325.98	TOTAL EXPENDITURE FOR YEAR	£ 4,229.63
£ 19,322.37	BALANCE CARRIED FORWARD	-£ 2,337.63
	BANK RECONCILIATION AS AT 22 NOVEMBER 2016	
£ 34,583.76	BALANCE AS AT 22 NOVEMBER 2016	
£ 124.99	LESS OUTSTANDING CHEQUES TOTALLING	£ -
<u>£ 34,458.77</u>		<u>£ -</u>