# Echunga Golf Club

# Committee Meeting Minutes

# 22 February 2021

1. **Present**: Ray D’Alessandro (RD), Chris Button (CB), Bill Kidd (WVK), Esther Burt (EB), Alan Horsfall (AH), Rob Eibisch (RE), Ben Slack (BS), Chris Button (CB), Randy Jones (RJ)
2. **Apologies**: Pat Umlaf (PU), Steve Nailer (SN) did not attend
3. **Minutes of Previous Meeting**: Approved [EB/CB]
4. **Annual Tasks**:

February

* + - * 1. Treasurer to prepare budget – see treasurer’s report. *Ongoing*
        2. Golf Australia Membership *Completed*
        3. Member accounts prepared and sent – In progress. *ACTION: WVK to follow up with Michael Clarke*
        4. Sponsor review *RE advised that we are short of one sponsor. All ccmmittee members to promote sponsorship and advise of opportunities*.
        5. Plan presentation dinner – in progress *ACTION: BS to advise in coming weeks*
        6. Approve program – in progress. *ACTION: BS to advise in coming weeks*
        7. Appoint pennant coordinator. *Completed*

March

* + - * 1. Next year’s budget review.
        2. Staff Leave Plan – Full Time

Annual

Long Service Leave

* + - * 1. Review Insurance
        2. SGG Affiliation

1. ’**Open Tasks**: Reviewed and updated – see table at end.
   1. 141 – Open, Policy Gap Analysis – EB has completed gap analysis ongoing work required in closing gap
   2. 156 – Open; 2021 survey to be sent to Mick Clarke. WVK
   3. 157 – Open; WVK to circulate budget request
   4. 158 – Open: Capture Junior Golf income – House Committee
   5. 159 – Review Thursday Comp less PAR comps
   6. 167 – Review native veg doc prior to publishing on website – ALL
   7. 168 – Report back on plan for 12th fairway drain. RE
   8. 155, 159, 160, 161, 163, 165 & 166– Closed
2. **Treasurers Report**: Accepted as tabled [AH/RE]
   1. $100k surplus estimated for FY
   2. Improved management/understanding of hours worked within the clubhouse is required..
      1. *ACTION: House Committee to develop a monitoring process for monitoring hours worked within the clubhouse. MR and WVK*
3. **Captain’s Report**:
   * 1. Mixed Foursomes – One week late
     2. Advised that there will be no tree root rule implemented at this stage.
     3. Autumn Classic is the next major focus..
4. **Membership Report** No report tabled as Mick Clarke on leave; WVK will follow up with MC

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* + 1. *ACTION: WVK to follow up with Mick Clarke re new members for February.*

1. **Ladies Committee Report – Taken as read**
2. **Grounds Committee Report – No grounds Meeting took place in Feb**
3. **House Committee-**
   1. Committee meeting minutes tabled
   2. Discussed HG transition timing
   3. Clarification/Confirmation on catering responsibilities discussed
   4. House committee to investigate costs and complexities of the option employing external book keeper in the future
   5. Rejuvenation of the grout in both Mens and Ladies toilets.
   6. EB to coordinate with HG for Bar Training.

*ACTIONS:*

1. *Written confirmation on when transition period will occur- MR/WVK*
2. *Discuss requirements of HG to manage catering requirements for the club functions. Requires permission from the committee to decline functions – MR/WVK*
3. *Develop feasibility of employing external book keeper – MR/WVK*
4. *Obtain quotes to rejuvenate tiling (grout) within the toilets – MR/WVK*
5. *Advise House Staff on the requirement to leave lights on - HG*

1. **General Business for Approval**
   1. Billy Cawthorne Honorary Membership approved *GB/EB with BS to notify Billy*
   2. Policy Gab Update. *EB gave update on the gap analysis and next steps. EB and WVK to develop document storage criteria for source docs and public docs.*.
   3. Business Case for 2 additional golf carts..

*ACTION: 1) Approval given for purchase of 2 carts. RE/BS*

*2) Request access to the 2 bridging petrol carts that have been offered. RJ/EB*

* 1. Community Grants – EB put forward options for the grant. *EB to go ahead with Hand Dryer proposal.*
  2. Plan for 12th Fairway water management RE (Sorry Rob, I didn’t include any notes)

1. Correspondence
   1. Registered Licensed Club Award Increases – The increases have been implemented.
   2. Herald News Tourism Feature – not to proceed.
   3. QR Codes and sign in. New rules around privacy act. House Committee has implemented..
2. **General Business/Announcements**
   1. Relocation of Sand Buckets in carpark. BS to talk to AH and to be raised at next meeting.
   2. Should AH (volunteer coordinator) be on the Grounds Committee – to be included in next months agenda items.
   3. Should Ashes and plaques be laid on the golf course – to be included in next months agenda items
   4. Acknowledgement (flowers) to be sent to Talia B on the addition to family (twins)
   5. Security cameras to be reconnected (since completed)
   6. It was agreed that 20% deposit only be given to Aldinga Tiles while EGC determine date for bar area floor coverings to be layed.
3. Next meeting date – 22ndMarch 2021 7.30pm (EGC)