

**MINUTES OF A BOARD MEETING HELD AT EXETER GOLF AND COUNTRY CLUB LIMITED,
WEAR HOUSE, COUNTESS WEAR, EXETER ON WEDNESDAY 27TH MAY 2015 AT 5.30 PM**

Present: Will Gannon (WG) (Chairman)
Paul Dukes (PD) (Vice Chairman)
John Coombs (JC) (Finance Director)
Geoff Pascoe (GP)
Chris Harris-Deans (CH-D)
Max Goodison (MG)
Deborah Stevenson (DS)

In Attendance: Liz Turner (LT) (President)
Chris Jones (CJ) (General Manager)
Irene Gilbert (IG) (Secretary)

Responsibility

<p>1. APOLOGIES There were no apologies for absence all being present.</p>	
<p>2. MINUTES The Minutes of the meeting held on 29th April 2015 were confirmed by the Board and signed by the Chairman.</p>	
<p>3. MATTERS ARISING Hagit Damary had now joined the Company as Financial Controller and was working closely with Martyn Grant. The Chairman had written to Andy Roberts, Squash Captain, explaining that the Board was not in favour of introducing scholarships at this time. As golf membership numbers are still below what we need, it was agreed to continue with the 'No Golf Joining Fee' offer for another month. To be reviewed at the next Board meeting. Concern was expressed by the Directors with regard to the lack of available Saturday tee times and CJ was asked to liaise with the Golf Manager and Golf Committee. The Chairman thanked Chris Harris-Deans for representing the directors on the evening of the Directors' Cup Presentation.</p>	CJ
<p>4. FINANCIAL MATTERS The Finance Sub Committee meeting had taken place and updated budgets had been requested. These had not been received, nor the April Management figures, as Martyn Grant was unwell. Year End accounts – there are no major changes that we are aware of. As the membership numbers were holding up it was agreed that the submitted CapEx requirement be approved. The Tennis Courts refurbishment was included in this and the General Manager was</p>	

<p>authorised to inform the Tennis Committee that this would be carried out later in the year. The Finance Director said it was one of the most positive Finance Meetings that he had Chaired for a long while.</p> <p>The next Finance Sub Committee Meeting was scheduled for 24th August, when one of the topics would be October staff wage increases.</p>	<p>CJ</p> <p>Finance Sub Committee</p>
<p>5. GENERAL MANAGER'S REPORT</p> <p>The General Manager had circulated his full report.</p> <p>Health & Safety – there had been three recorded accidents during the month which were non Riddor reportable.</p> <p>The GM reported that there had been an incident on the golf course whereby a member had queried a visitor's right to be there. This could have been avoided if a bag tag had been evident. However, it has now come to light that the Pro Shop staff are no longer issuing bag tags when green fees are paid. The Board instructed the General Manager to look into the situation and tell the Professional to reinstate the practice of issuing bag tags as receipt of payment, without exception.</p> <p>The Board asked whether the 'Bring Friends for Free' offer had been successful and the CJ reported that this had resulted in a number of new members joining the Club.</p> <p>CJ reported on the problems with service due to staffing shortages through illness and leavers. The Mews had opened earlier this year which has added to the problems. However further staff have now been recruited and will be starting shortly, which will ease the pressure on senior managers who have stepped in where necessary.</p> <p>A meeting is planned for Friday to meet with representatives of the Bridge Committee when, along with the President, we will be discussing some of their concerns.</p> <p>Health & Safety Audit had been carried out and the results were very positive. However the Greenkeeper's area is in urgent need of attention as there are no adequate washing facilities nearby. CJ to obtain a portacabin to be installed in the Greenkeeper's yard.</p> <p>Training is on-going and the Senior staff are currently involved in a Leadership and Coaching Programme.</p> <p>Security – two teenagers who were repeatedly entering the building and stealing/vandalising were identified on CCTV and caught on the tennis courts. The Police were informed and took the boys, who were known to them, away.</p> <p>Elliot Chandler, a lifeguard, had once again rescued a young person who was in difficulty in the indoor pool. Elliot is being put forward for</p>	<p>CJ</p> <p>CJ/LT</p> <p>CJ</p>

<p>a lifeguard award.</p> <p>Golf Manager's Report – The Board thanked Ben for his report and asked that proposals for the Future of Golf, be submitted to the Board for next month. GP was available for consultation purposes if necessary.</p>	CJ/GP
<p>6. NEIGHBOURING DEVELOPMENTS</p> <p>The Chairman reported that the feedback from members with regard to the course development was very positive. The 16th hole will be reopened shortly and Jenni to be asked to publicise the opening – suggestions to be put to the Board.</p>	CJ
<p>7. PRESIDENT'S REPORT</p> <p>The President thanked DS for all her support on the Swimming Etiquette Committee. The points of issue had now been identified and would be displayed by the outdoor pool. This would be a help to the lifeguards when it is necessary to remind members of a breach of etiquette.</p> <p>Club Rules – the final draft is nearing completion. However JC and MG had made some comments which would be taken into consideration when finalising the draft.</p>	CJ CJ/LT
<p>8. ATTENDANCE AT CLUB COMMITTEE</p> <p>The Chairman would attend the next Club Committee meeting to be held on 1st June.</p>	WG
<p>9. ANY OTHER BUSINESS</p> <p>The Chairman asked if the Committee v Directors Match scheduled for 24th September could be moved as unfortunately he was not available. After discussion it was rearranged to 30th September, subject to the Golf Captain's availability. CJ to check. The Board meeting is also scheduled for this day and will be brought forward to a 10.00 am start. CH-D gave his apologies for both events.</p>	CJ
<p>10. DATE OF NEXT MEETING</p> <p>Wednesday 24th June 2015</p> <p>Apologies for the meeting on 29th July were received from GP, CH-D and possibly DS</p>	

There being no further business to discuss the meeting finished at 7.20 pm

Chairman **Date**