**Minutes of Aboyne Ladies Committee Meeting**

**Held on Friday 12 January 2018**

**Present:** Fenneke Wolters-Sinke, Val Bruce, Janice Innes, Karen Bradburn, Liz Taylor, Carmeen Eakin, Joanne Forbes and Lorraine Logan

**Apologies:** Tamara Sebire and Janette Wright

1 & 2. Welcome & Apologies

Fen, who was chair for this meeting welcomed everyone to the meeting and the apologies were noted.

3. Approval of Minutes 4 November

 Minutes proposed for approval by LizTaylor and seconded by Karen Bradburn.

4. Matters Arising

 The actions relating to communication and allocated to Fen were on hold so that they could be included in an all encompassing message rather than clogging e-mails with lots of individual messages. The actions allocated to Janice had been dealt with.

5. Correspondence

 No correspondence had been received.

6. Reports

 Captain’s Report

No Captain’s report for this meeting, given that there hasn’t been a Ladies Captain.

Greens

The winter programme of work had been agreed by the Council and work was ongoing, however at this juncture the weather had halted some work due to the cold frozen ground. Tree surgeon was due on the course to fell a few trees.

Council

Janice and Carmeen provided an overview of Council activity, which has been heavily focused towards the recruitment of the Finance and Admin Assistant, Business Plan and preparatory work for the Club EGM and AGM including amendments to the Club Constitution. Progress is being made in these areas. The Council’s next meeting is on Monday 5th February following the EGM/AGM on Sunday 21st.

Competition Secretary

The winter eclectic organised by Tamara is ongoing although the weather has put played to a lot of play. Tamara is monitoring that and Joanna D’onghia has kindly donated a prize.

County Representative

The meeting which was due to take place on 8th December was postponed due to bad weather. The subsequent meeting date has not yet been made known.

Treasurer

As everyone is aware the hampers raised £490 and the money has already been gifted to the Club. There is approximately £1500 in the bank account, which is still largely a reserve fund in case a new computer is required in the locker room.

7. Captain/Vice Captain follow through

The communication in relation to the proposal re Captain and Vice positions had been well received with some positive appreciative comments received from the Lady Members. Liz thanked the committee for their support.

8. Competition Draw/Members’ Booklet

The booklet had been a suggestion from within the Council as an assistance tool for new members. Carmeen reported that she is on a sub-committee with reps from other sections of the Club, preparing the content. She highlighted that other sections did not have the same competition info as the Ladies section already had.

A discussion ensued around the guidelines and rules in relation to play out with the draw following the AGM and reply letter sent to Marie. Carmeen undertook to draft the new ‘process’ for circulation to ladies.

ACTION: Carmeen to draft the guidance re new process

ACTION: Fen to e-mail this out, so that if there are any dissenting voices an EGM could be held at the coffee morning.

9. Christmas Events Review

Resounding view that the events had been well received. Dates for this year will be arranged with Colin (Caterer) and entertainment will be determined in due course.

10. Data Protection Update

Liz provided an overview of the new regulations which come into effect on 25 May 2018. The key aspect is that members need to know what information we hold about them and how we use it. Everything has to be transparent – can’t share other members’ information. Has to be agreement in writing/express consent for this to happen.

ACTiON: Fen to draft a form which would support Ladies section use of information e.g. telephone contact list.

11. Ladies Area of Club Website

Janice highlighted that the minutes of past meetings are being posted onto the ladies area of the website.

ACTION: Fen to highlight in communication to lady members

12. Coffee Morning

The coffee morning is scheduled for 1000hrs on 24 March. It was agreed that there would be a raffle – donations by Committee only. In addition it was decided to provide the coffee & scone this year unlike previous years. The Director of Golf will be approached for a Top Raffle Prize.

ACTION: Liz to organise prize from Fraser.

13. Ladies Outing

Val has been making enquiries in relation to the outing and will bring some suggestions to the next meeting.

14. Club Championship

 The entry in the Suggestion Book made by Donna Brown in relation to 2019 events/fixtures was agreed to be carried forward for a piece of work this year.

15. Suggestions Book

 Given Liz had to leave the meeting, the suggestions book as an entity was carried forward for the next meeting.

16 .AOCB

 In her absence, Tamara had requested an additional /alternative date as a qualifier for the Club C’ship. This matter was discussed but it was felt that the format for the c’hip had previously been agreed for 2018 and future formats would form a piece of work for this season.

 Joanne spoke about some of the ideas/thinking currently in her head in relation to Communications. She was hoping to utilise some of her daughter’s skill set to formulate these and will prepare a proposal for the next meeting.

ACTION: Joanne to prepare a Communications proposal.

Janice highlighted Women’s Golf Day on 5 June 2018 – agreed to be an agenda item for next meeting.

Some dates for non-draw competitions will be determined for notification to lady members in the newsletter.

The caterer had been querying re the match dates and format for food.

ACTION: Karen to liaise with Colin Redman re same.

Colin had advised that Cecil & Mearns will be Restaurant of the Month for Costco during March 2018 and offered the ladies section a chance to promote anything through that medium. After discussion, an opportunity for ladies to find out about golf will be advertised and hosted by ladies section. The date agreed was 21 March 10-12 noon at the Club.

ACTION: Karen to draft a flyer and liaise with Colin.

17. Date of Next Meeting

 Wednesday 28th February 2018, 1700 hours at the Golf Club.