

## **SBWGA Board Meeting – February 8, 2023**

Meeting Attendees: Nancy Sartor, Cathe Kropp, Marsha Camp, Francie Entz, Patty Mawe (via Zoom), Deanna McCann, Jan Kreis and Ann Stonecipher. Absent: Sandi Chester. Guests: Takeyo Eakin (Assistant Special Tournament Chair), Nancy Huffman.

Meeting was called to Order at 8:30am by Nancy Sartor, President.

Minutes of the January meeting were approved.

Sponsorship Report by Nancy Huffman – The sponsor fair is March 7<sup>th</sup>, during lunch. There will be 18 sponsors present. There are volunteers from SBWGA to greet the sponsors. The volunteers will take pictures of our sponsors and direct them to their table.

Treasurer's Report by Patty Mawe – Patty received a letter from IRS approving the Non-Exempt status for the club. There will be an audit this month on the 2022 financials performed by Chris Toney and Sheryl Nugent. The 2022 financials were approved. The Balance Sheet as of 1/31/23 was approved. Francie will get with Patty to ensure that the TPD expenses are reflected correctly in the January report.

TPD by Francie Entz – There were a reduced number of players in January due to weather and course closure. TPD budgeted for 360 players and only 130 members actually played during the month. The budget reflected paying \$724 in sweeps however only \$409 was paid out. This included sponsor money.

Special Tournaments Report by Marsha Camp – We now have binders for all tournaments except for Solheim Cup which will be supplied by Nancy Sartor. Marsha asked Patty to include the tournament forms online: The Expense Reimbursement Request Form and The Tournament Budget Actual Form. The recent winners of President's Cup and most Improved Player will be engraved on the trophies. Dede Crowder asked that the Legends Club Champion plaque be displayed. Marsha and Takeyo will work with the Pro Shop to get room on our wall to display the plaques. Member-Member tournament planning is underway.

Debbie Green, Tina Gruner and Marie Kahng have a contract with the Vistas for lunch. After reviewing the menu, Cathe Kropp asked that they change the menu as it is the same as the luncheon planned for March. Marsha will communicate with Debbie and Tina to revise the menu. Cathe asked to have the tournament chairs review the upcoming luncheon menus with her prior to selecting tournament menus. The club championship party will be held March 21<sup>st</sup> at Kathy Minx home. Kathy Minx and Sarah Earnest will be co-chairs for the party. Takeyo Eakin is the Assistant Special Tournament Chair supporting Marsha.

VP Report, Cathe Kropp reported on the themes for the various General Meeting and Luncheons (January-Awards, February-Pro Shop and Course Updates, March-Sponsor Fair, November- Fashion Show, December- Holiday Party and Year End Awards). She also asked board members to include publish date on all documents going forward. She asked to have the 2023 budget posted to the website.

Handicap Report by Nancy Sartor in absence of Sandi Chester – Sandi audited 55 players in January and found 9 members had not posted scores (16%). She noticed that the audit compliance was better when tournament scores on a recent Saturday for the Presidents Cup were posted by the club. Assistant Handicap Chair is Suzanne Stone-Griffith.

Membership - Deanna McCann shared that we have twelve new members as of January 2023. Deanna will be hosting a new member gathering including Big-Sisters and Board Members in February. She will send out an email to the Board members with the date.

Secretary - Jan Kreis is still looking for assistant. Nancy will continue to advertise and ask members if they are interested. Jan asked the board members to provide her their bullet points of their board reports that she can use for the minutes.

#### Old Business

- a. Discussion for criteria for Honorary Membership – The board determined that the criteria for honorary membership will be: A past member of the SBWGA-18 league and a current resident of SaddleBrooke HOA 1 or HOA 2.
- b. Suggestions for a Sponsorship Co-chair. Names mentioned Debbie Green and Tina Gruner. Nancy will reach out to them.

## New Business

- a. Nancy mentioned that there has been another email scam utilizing her name. She will ask Bonnie and Carol to add additional security to the website.

Meeting Adjourned at 10:20am.

## Follow up actions:

1. Francie to get with Patty to review the January TPD expenses
2. Patty to update January expenses after meeting with Francie on TPD expenses
3. Patty to have Bonnie/Carol publish The Expense Reimbursement Request Form and The Tournament Budget Actual Form on our website.
4. Marsha to communicate with the Member-Member committee on a new menu for the tournament lunch.
5. Marsha and Takeyo to work with the Pro Shop and Administrative Staff to create space on our wall outside the Pro Shop for the Legends Plaque.
6. Nancy to follow up on getting an Assistant Secretary and Sponsorship Co-Chairs.
7. Deanna to send date for the New Member Welcome Party to the board members.
8. Nancy to discuss additional security on the SBWGA website with Bonnie and Carol.
9. Nancy to provide the Solheim Tournament notebook to Marsha.
10. Nancy: update standing rules with the new criteria for honorary membership. Provide the criteria to Bonnie Westra for the website.
11. All Board Members – provide board report bullet points each month for Jan to include in the minutes.
12. All Board Members – publish dates on league documents.