

# VSWGGA Major Decisions

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**BY-LAWS Supplement**  
**VSWGGA Major Decisions**  
(Current Year through 2009)

**Administrative Positions:**

**Administrative Pay Increases:**

**Motion Passed that the VSWGGA Bookkeeper (*Jeanne DiBattisto*) be given a raise of \$1.00 per hour based upon 510 hours worked per year.**

**Motion Passed that the VSWGGA Director of Golf Administration (*Suzanne Neville*) be given a raise of \$0.50 per hour based upon 956 hours worked per year.**

**Motion Passed, if either the VSWGGA Bookkeeper or the VSWGGA Director of Golf Administration sees a need to increase the yearly number of hours worked, she must inform the Board and seek their approval.**  
(January 2007 Mini Meeting, Pages 3 & 4)

**Director of Administration:**

**Administrative Assistant:**

A motion was made to hire the Administrative Assistant. Motion carried.  
(10/04/05 Minutes, Page 3) See Minutes for more information.

**Administrative Assistant Hiring Status:**

Shari Pfannenstein, Sue Ming and Elizabeth Walker will head the hiring committee. Sue Ginnett made a motion the hiring committee should include three volunteer Club Reps one from the North, Central and South. The motion carried. Elizabeth reported there were several inquiries and she had received one resume. Kathy Allbright suggested it would be easier to attract out of state applicants, if we changed the position title from Administrative Assistant to **Golf Administrator**. A motion was made to change the name, *motion carried*.  
(10/18/05 Minutes, Pages 2 & 3)

The new Administrative Assistant (*Golf Administrator*) position was filled December 2005 by Suzanne Carbone Neville of Arlington, VT.  
(04/27/06 Minutes, Page 1) See *VSWGGA News* on 02/01/06 for more details.

The VSWGGA Administrative Assistant position title was changed to VERMONT STATE WOMEN'S GOLF ASSOCIATION DIRECTOR OF ADMINISTRATION.  
(October 2006 Mini Meeting Minutes, Page # 2)

The Board agreed to give Suzanne Neville \$50. per month to cover expenses for using her home for the VSWGGA Office, *to become effective May 1, 2007.*

*(Vote via email)*

(05/02/07 Minutes, Page 2)

**State Day Travel for the Director of Administration:** In July the Board made a decision concerning Suzanne Neville and the expenses we would and would not pay when she went to State Days "to help" new Reps.

The decision of the Board was that if Suzanne traveled to a course to help with a State Day and **DID NOT PLAY**, we would cover her travel expenses. **HOWEVER**, if Suzanne **DID PLAY** in the State Day (in spite of the fact that she might also help in the running of the State Day) we **WOULD NOT** pay her expenses.

(Mini Meeting June, July, August, September 2007, Page 2)

**Supervisor:**

**A motion was made: That the Vice President will no longer supervise the Director of Administration. The board will appoint the supervisor. Motion passed.**

(10/09/07 Minutes, Page 9)

**Travel Expenses and Motel Expenses when the Director of Administration goes to one of our State Tournaments and both WORKS and PLAYS:**

The VSWGGA will pay Suzanne Neville's expenses (travel, food, and lodging) for our three major tournaments where she is expected to be present and working even though she may be a participant in the tournament. (Vote was 6 YES, 1 NO, and 1 abstention).

(Mini Meeting June, July, August, September 2007, Page 2)

**VSWGGA Intern Position:**

Establish a Travel Expense Budget for the VSWGGA Intern Position not to exceed \$1,000. (05/08/08 Minutes, Page 2)

**Alcohol Policy for our three major tournaments.**

A suggestion was made for the VSWGGA to piggyback the VGA's alcohol policy of "no alcohol consumption during play for all VGA Tournaments." This was rejected. Club Pro's have authority over these decisions for all of the VSWGGA tournaments. The Board felt that the **Misconduct Rule** would be applicable for any isolated incidents.

(10/09/07 Minutes, Page 4)

**Annual Meeting / Scramble:**

The Annual Meeting/Scramble for 2007 will go to Crown Point.

(October 2006 Mini Meeting Minutes, Page 1)

**Annual Meeting follow up:** *The new procedure complied with a request made in 2005 by Club Reps, who brought it to the board's attention, that much time was spent reading reports with little time left for open discussions.* To expedite the reporting requirement, all Committee reports including, 2005 Minutes and the Treasurer's Reports were e-mailed or mailed to Club Reps prior to the annual meeting. This new format will become the standard annual meeting procedure due to positive feedback from club Reps.  
(10/18/05 Meeting, Page 1)

**Should the Annual Meeting Format be changed:** The VSWGGA Board, Committee Chairs and Voting Members meet once a year, when there is a time limit because of golf. This does not work well for getting things accomplished.

1. Start the Meeting at 9:00 a.m. instead of 9:30 a.m.
2. Play a 9-hole scramble instead of 18-holes.
3. Do not have a designated time to start the scramble, wait until all issues have been resolved prior to play golf.
4. Manage the meeting on a timeline.
5. Have an e-mail meeting on any unresolved issues.
6. Mail material early enabling voting members to send comments ahead of time to the board.

Resolution: Have the meeting start at 9:00 a.m. try to keep the meeting on a timeline and continue with the 18-hole scramble at 12:30 p.m. or 1:00 p.m.  
(10/07/08 Minutes, Page 6 & 7)

## **Board Meetings:**

### **Mini Meetings:**

Sue Ginnett (VSWGGA President) sent an e-mail to all of the Board Members and Committee Chairs stating we had accomplished a great deal of work at our final meeting. Sue was convinced that we needed to meet more often in order to get our work done. *She suggested we do our work by e-mail, addressing topics in an orderly way. Everyone receives the Agenda. They have the opportunity for input. There will be a definite outcome that will be reflected in the published minutes.* The Board Members and Committee Chairs agreed this was an excellent idea.

(October 2006 Mini Meeting Minutes, Page 1)

### **Reaction to Mini Meetings:**

Kathy Allbright said she was impressed with the entire Mini Meeting concept and how much had been accomplished through this process. The board members and committee chairs agreed. They liked Sue's email format and would like it to continue.

(May 2, 2007 Minutes, Page1)

**Travel Expenses for VSWGGA Board and Committee Chairs:**

Tracy Sloan predicted, with the gas prices being up, that past travel cost which had been absorbed by board members and committee chairs, *as out of pocket expenses*, would now become VSWGGA reimbursement expenses. The IRS mileage rate as of January 2008 is .505 cents per mile. **The board agreed we would round down to .50 cents, per mile when paying all necessary VSWGGA travel expenses.** (05/08/08 Minutes, Page 1)

**Business Office:**

**Business Office:**

The Arlington home office was approved by the USGA. All files should be consolidated. *Mary Corey will bring the historical secretary files to the next meeting.* Financial files must be kept for 3 years. State Day files, no requirements, but Suzanne recommended keeping at least one year. (04/27/06 Minutes, Page 3)

**Office Hours:**

**Financial Business Office** hours for the summer months: c/o Jeanne DiBattisto, 601 Wrights Mtn. Rd. Bradford, VT 05033, telephone (802) 439-6211 are as follows:

Friday 8:00 a.m. to 5:00 p.m.

**The VSWGGA Office** hours for the summer months: c/o Suzanne Neville, 68 Walnut Court, Arlington, VT 05250, telephone (802) 375-8091 are as follows:

Monday & Thursday      8:00 a.m. to Noon  
Wednesday & Friday    7:00 a.m. to 4:00 p.m.

Suzanne will determine the date(s) when these hours will start and when they will end. *The office hours will be included in the 2007 State Day Book and published on the Website.* (October 2006 Mini Meeting Minutes, Page 2)

**BY-LAWS:**

Article 3 Meeting of Members, Section 3. Notice of Meetings:  
**from** - Written or printed notice stating the place,  
**to** - Written, **printed or electronic** notice stating the place,

(11/09/04 Minutes, Page 1)

**Change in the By-Laws to recognize e-mail Board Meetings:** Mary Corey prepared a total revision of the By-Laws and Phyllis Simon edited:

1. Changing the revision date to 10/07/2008
2. Changing the corporate office address to 68 Walnut Court, Arlington, Vermont 05250 (802) 375-8091.
3. Changing Section 4. Special Meetings: Adding, “there can be electronic (e-mail) meetings or physical meetings.”
4. Change Section 5. Notice:
  - Add**, “requiring a physical presence”
  - Add**, “electronic (e-mail)”
  - Delete**, “delivered personally or sent by mail, fax or telegram.”
  - Add**, “e-mail”
  - Delete**, “ If mailed, such notice shall be deemed to be delivered when deposited in the US mail in a sealed envelope so addressed, with postage thereon prepaid. If notice is given by fax, such notice shall be deemed to be delivered once the fax has been successfully transmitted. If notice is given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegraph company.”
5. Change Section 5. Powers and Duties:
  - Add**, “update the Major Decisions, print and file all Board and Committee Chair e-mail correspondences, major tournament results and news letters. The board’s paid position, Women’s Golf Association Director of Administration, will”
  - Add**, “or other authorized individual”

Changes to the By-Laws, required a minimal 10-day notice. Because this was not possible, the VSWGGA decided to prepare a Waiver of Notice that was signed by the voting members. A motion was made to accept the corrections, additions and deletions to the By-Laws. Motion passed.

*(10/07/08 Minutes, Page 7)*

### **Cell Phones:**

Shari commented on the use of cell phones by participants for personal calls during play. This should be strictly prohibited; cell phones should be turned off and only used for emergencies. If this rule is breached, disqualification should be the result.

*(10/07/08 Minutes, Page 4)*

### **Closest to the Pin - Skins:**

The number of holes and divisions will vary from course to course. Participants will not win cash but receives pro shop credit. The contribution’s breakdown is half going to the winner and the other half goes to **Restricted Funds on behalf of the Junior Program.**

*(04/27/06 Minutes, Page 5)*



### **How should we pay Closest To The Pin:**

(Mini Meeting June, July, August, September 2007, Page 1) *Removed information, Motion Rescinded.*

**New Motion: Closest to The Pin Contest, combine the funds from all flights and split the pot equally. Select two holes and everyone has a chance to win. Motion passed. (Funds will be paid out in chits)**

(10/02/07 Minutes, Page 4)

### **New Procedure and different scenarios for Closest to the Pin Contest:**

1. Keep track of who wins the Closest to the Pin Contest, Name and Division. *A form will be created for the Club Reps and will be added to their State Day Package.*

2. What happens if no one wins one of the two holes? The winner will split half the pot with the Closest to the Pin Fund.

3. What happens if no one wins either hole? The entire pot goes to the Closest to the Pin Fund.

(10/09/07 Minutes, Page 3 & 4)

A motion was made to keep the Closest To The Pin Contest for the entire field on both par 3's. The Motion passed.

(10/07/08 Minutes, Page 5)

**Skins** - Pro Shop Credit only. The gift certificates will be sent to the person that wins.

(04/27/06 Minutes, Page 5)

### **Club Handicap Fees:**

Status of Payments, all active clubs receive three GHIN Invoices each season:

1. June Invoice = All VSWGGA active members.
2. August Invoice = New members not included in a previous invoice.
3. October Invoice = New members not included in previous invoices.

**Process for Collection:** The **previous years** bill must be paid prior to the **current** season, if not, the delinquent club's GHIN system will be shut down.

(10/18/05 Minutes, Page 2)

### **Club Licensing Process:**

The VSWGGA and member clubs that are currently licensed will need to revisit the club licensing process again during the time frame beginning January 2008 through 2011. It will be as simple as either attending a seminar held by the USGA or taking the seminar on-line and passing a short quiz. Upon completion you will receive immediate results and a notification goes to the USGA and Harriet.

(10/02/07 Minutes, Page 3)

### **Club Reps:**

**Club Reps Workshop:** Club Reps workshop at Killington on May 17, 2007. Suzanne would like the VSWGGA to pay for the Reps \$15.00 per person lunch as a gesture of thanks for their time and effort on our behalf.

The Board voted yes. (*Vote via email*)  
(05/02/07 Minutes, Page 2)

**Gratis to Club Reps:** Tracy Sloan made a motion that as a gratis to Club Reps, the VSWGGA will pay for a Continental Breakfast/Lunch at their annual training session, eliminating the need to revisit this issue. (05/08/08 Minutes, Page 3)

**No Club Reps:** A Motion was made for all clubs that do not have Club Reps, if any members are active, Suzanne Neville will write them a letter, *asking if anyone will accept the Club Rep position*, if no response, then Phyllis Simon will contact the members individually making every possible effort. When all options are exhausted and we need to send a Board member to act as Club Rep, there will be a 20% fee deducted from their gross for running the tournament. *There will be a follow up phone call with club Pro prior to the State Day. Motion carried*  
(10/14/08 Minutes, Page 6)

### **Committee Positions:**

#### **Increase in stipend for Web Site Administrator and Handicap Chair:**

*Elizabeth Walker made a motion to increase Cindy Paquet's stipend to \$2,000. and Harriet Parot's stipend to \$1,500. Motion carried.*  
(10/10/06 Minutes, Page 2)

#### **Regional Affairs Committee Chair:**

The Regional Affairs Committee Position will be delegated to past board presidents.  
(08/10/04 Minutes, Page 2.)

#### **Treasurer's Stipend:**

The Treasurer's \$500. stipend has been eliminated.  
(09/21/04 Minutes, Page 2)

### **Communications:**

**Survey Says:** There will be survey's available on decisions made or implemented, a basic survey sent via e-mail. Cindy will use the Survey Monkey web tool to help analyze this information.  
(10/14/08 Minutes, Page 9)

### **Course Rating:**

The courses prefer to be rated on Monday, Wednesday and Thursday. Re-ratings do not have as high a priority as the required 10-year ratings nor do they take as long. To help us out the VGA has offered their assistance with six or eight of their Team Leaders.

There are a few perks to being a volunteer, the VSWGGA will reimburse mileage and the USGA suggests that the courses provide a free round of golf for each rater. Elizabeth Walker will co-chair the rating committee.

(10/02/07 Minutes, Page 2)

### **Qualified Rater:**

The VSWGGA needs more raters. It is not required but is recommended that a Rating Seminar be taken prior to volunteering. There is an online course available that takes about 45 minutes per module. Nancy Myers recommended taking it twice, once prior to rating, then again after you have rated a few courses. To become proficient and qualify as a team leader it takes about 3 or 4 years. . The Calibration Seminar is only available to people who have been rating for at least three years, each association must have at least one person attend every couple of years to retain our license to rate courses and have a person qualified to be the Course Rating Chair.

(05/08/09 Minutes, Page 3)

**Rating Chair Motion:** A motion was made for the Board to keep the position of Rating Chair as a management position that would oversee two Team Leaders for the North and South and is responsible for data input. The Team Leaders will have assistants and be responsible for scheduling ratings and establishing course-rating teams. Motion Carried. (10/14/08 Minutes, Page 2)

### **Temporary Rating:**

Any courses that have lengthened holes or made holes shorter and need a quick fix to their Rating/Slope should contact Harriet Parot asking her to make a temporary rating change. Harriet will enter that information into the Rating Software, which updates the course's Rating/Slope.

(05/08/09 Minutes, Page 4)

### **Eligibility:**

Carolyn Barbieri made a motion all legal Vermont residents who hold a valid GHIN handicap card issued through a real estate course be permitted to play in the three majors' Vermont State Tournaments (Seniors, Mid-Amateur and Amateur).  
Motion Defeated 32 - 22.

Motion was amended to include all Vermont women legal residents holding a valid USGA GHIN card. Motion carried. *It was agreed that they would be charged a higher fee than the standard member. Fees to be determined by the Board. This does NOT include State Days.*

(10/03/06 Minutes, Page 4)

**Eligibility:** Major tournament eligibility on page 40 and 41 should be adjusted in the State Day Book to:

**Eligibility:** An entrant must be a resident of the State of Vermont, must have resided in Vermont for a minimum of six months immediately preceding the tournament, and must be a member in good standing of a VSWGGA golf course.  
**or**

**New 2007\*** Legal Vermont resident residing in Vermont for a minimum of six months immediately preceding the tournament and not belonging to a real estate club, is eligible to play with an increased entry fee. **or**

**Nonresident** must have held a golfing membership in a Vermont State Member Golf Course for two consecutive years immediately preceding the tournament plus the current year, (*for a total of three years*).

A Junior who is 18 years of age is eligible to play as a Junior in the State Amateur **only** if she has not yet begun her first semester of college. *No relatives are allowed to caddie for Juniors.*

**A valid USGA GHIN handicap card is required for all players.**

**The board members agreed (via email)**

(05/02/07 Minutes, Pages 4 & 5)

### **Equipment:**

#### **AT&T Laptop Connect Card:**

The AT&T Laptop Connect Card allows Cindy to post tournament information and tee times to the website from anywhere.

**(10/06/09 Minutes, Page 3)**

#### **Cell Phone:**

Purchase a cell phone for the VSWGGA Office up to \$500. for annual expense.

(05/08/08 Minutes, Page 2)

#### **Chelsea System Update:**

Tracy Sloan announced the Chelsea System we have been working with has crashed several times during the 2006 season. With the help of the technical support team Suzanne and Sara Lee worked many hours getting the system up and functional. Unfortunately the technical support contract ends in 2006 and is not

available for this system in 2007. Hence we need to purchase new equipment and Update the Chelsea System. The cost for both should not exceed \$12,000  
Kathy Allbright made a motion to purchase new Equipment and Update the Chelsea System. Motion carried.  
(10/03/06 Minutes, Pages 2 & 3)

For more detailed information regarding the Chelsea System Update refer to:  
(08/08/06 Minutes, Pages 1 & 2)

Cheryl Hoar made a motion to **drop the Chelsea System toll-free number for 2007, contingent on having online access.** Motion carried  
(08/08/06 Minutes, Page 2)

**Laptop Computer:**

**MOTION: That Cindy would be authorized to select and purchase a new laptop computer, including** all necessary software which will meet her needs at a cost not to exceeded \$1000. Said Money to be paid by the VSWGGA. *Motion carried.*  
(November 2006 Mini Meeting Minutes, Page 1)

**A motion was made: To purchase a new laptop for the VSWGGA Office with wireless capability and add on software spending up to \$2,000. Motion passed.**  
(10/09/07 Minutes, Page 6)

**Printer/Fax/Copier:** Harriet Parot notified the VSWGGA board that her printer/fax/copier no longer works. The board unanimously agreed that she could purchase a new machine not to exceed \$300.  
(July, August, and September 2008 Mini Meeting Minutes, Page 1)

**FEES:**

**A motion was made to change the name of the \$25.00 Nonparticipation Fees to Championship Administrative Fee.** *Motion passed.*  
(10/09/07 Minutes, Page 9)

**FIRST TEE PROGRAM:**

A motion was made that the VSWGGA donate \$3,000. to the 1<sup>st</sup> Tee Program and that the money is taken from the fund whose designated use is for junior girls golf. All schools that applied to the 1<sup>st</sup> Tee Program should be included. *Motion Passed*  
(Mini Meeting Minutes January, 2008, Page 2)

**Sarah Lee made a motion to pay Suzanne Neville's First Tee travel expenses from Restricted Junior Funds.** *Motion passed.* (05/08/08 Minutes, Page 4)

### **GHIN Card Printer:**

The question was raised regarding who was liable for the GHIN Card Printer's repair or replacement cost. A motion was made for the individual clubs to absorb this expense.

Motion passed.

(05/03/05 Minutes, Page 1)

### **Golf Industry Committee.**

The VSWGGA pays \$540. per year to belong to the Golf Industry Committee. The Committee has members from the VGA, VPGA, Golf Superintendents, VSWGGA and Senior Amateur's Group. The Golf Industry Committee lobbies at the State Legislature on behalf of Vermont Golf and environmental concerns. Lois Hadd was the VSWGGA liaison but has not been able to attend the meetings for the last few years. The VSWGGA needs to have someone that will attend the meetings and be our voice on Golf issues. **The Board appointed Elizabeth Walker to the Golf Industry Committee to replace Lois Hadd.**

(10/09/07 Minutes, Page 6)

### **GPS Devices:**

*Distance Measuring Devices are not legal according to the USGA rules. Beginning 2006 USGA added to their appendix that a local rule could be used authorizing the use of Distance Measuring Devices. Devices measuring slope and grade are **not** authorized.*

Shari Pfannenstein made a motion that GPS Devices measuring distance could be used in all State Day and VSWGGA events. Motion carried. *One Opposed - Pat Job felt it should be tested prior to passing.*

(04/27/07 Minutes, Pages 4 & 5)

### **Honorary Membership:**

Honorary Membership - State Day members who have been in good standing and active members for more than five years with a **USGA handicap index** that have risen above 36.0 and would like to be an honorary member, must contact their Club Representative requesting a letter to be written on her behalf. The letter must be presented to the board prior to the fall meeting.

(05/03/05 Minutes, Page 2)

### **Junior Golf Program:**

#### **Closest to the Pin/Junior Golf Program:**

**The Junior Golf Program receives USGA Grant Money** based on matching funds. The VSWGGA helps **the Junior Golf Program meet the USGA matching funds requirement** by donating **money** raised through our State Day Closest to the pin contests.

(04/27/06 Minutes, Page 1)

**Committee to oversee Junior Golf Funds:**

The VSWGGA has donated \$1,100. to the Rutland group, unfortunately, Club Pro's are unaware of Junior funds being available. Tracy Sloan will Chair the Junior Golf Funds Committee with Sue Ginnett, Elizabeth Walker, Nancy Myers and Sarah Lee as committee members. Their primary duties will be to develop guidelines for the Junior Golf Program Funds, make Club Reps and Pro's aware funds are available and have guidelines as to how they can apply for teaching workshop assistance, etc.

(10/09/07 Minutes, Page 5 & 6)

**First Tee Program:**

Suzanne Neville must travel throughout the state on behalf of the First Tee Program; a decision must be made from which budget these expenses should be deducted. The board agreed this is a junior program and should be supported with junior funds.

Suzanne reported she attended the First Tee Junior program training session. Twenty-three physical education teachers attended. The first thing taught was golf safety, set a measurable distance between students, ensure each student checks her allotted space to see if anyone is standing too close prior to swinging. The first thing to teach all students is how severely an individual can be hurt if struck by a golf club or ball, if students would like to continue in the program, they must be aware of this danger throughout the entire training session.

A question was raised as to how could the VSWGGA support the First Tee Program with our Restricted Junior Funds seeing how it was coed and not strictly junior girls. ANSWER: The VSWGGA only contributes a portion of the First Tee Program funds; other supporters are The VGA, Men Seniors, Vermont PGA and several private organizations. Our donation supports the young girls' portion of the program keeping us in compliance with Restricted Fund spending.

**Sarah Lee made a motion to pay Suzanne Neville's First Tee travel expenses from Restricted Junior Funds. *Motion passed.***

**(05/08/08 Minutes, Page 3 & 4)**

**First Tee Program Allocation 12/02/08:**

As part of the VSWGGA's commitment to Jr. Golf we support the First Tee. The program was a great success in its first year and is expanding this year. We have ten new schools bringing the total to 29 schools participating (number could increase as the application deadline is 12/15). The cost of the program is \$2,650 per school. The Vermont PGA, VGA, Vermont Seniors Golf Association, and the Vermont Golf Course Superintendents are the other state golf associations that contribute to the First Tee.

The VSWGGA budget has allocated \$3000 for the First Tee Program. We need to

confirm that the board still supports this expenditure as budgeted. *This money comes out of the restricted funds for Jr. Golf.*

**Decision: The Board agreed we should support the First Tee Program allocation of \$3,000 to be paid from the Junior Golf Restricted Funds.**  
(October, November, December, 2008 Mini Meeting Minutes, Page 1 & 2)

**Junior Golfer's Request for Financial Assistance:**

This request was discussed at length and the general consensus was that junior golfers with financial needs should have assistance guidelines for the Junior Program. Sue Ginnett made a proposal that we set a Junior Assistance fee ranging from a maximum of \$750. to \$1,000 depending on the individual request.

**The request was approved. (Vote via email)**  
(05/02/07 Minutes, Pages 5 & 6)

**Junior Program:**

Kathy Domenicucci reported that Mary Anne Levins has successfully solicited LPGA/USGA funds from *her friend* Judy Bell for the Green Mountain Junior Girls Golf Association. This will be a fund-matching program. The GMJGGA will sponsor raffles and tournaments as fundraisers to generate their share. At this time it has not been determined if The Green Mountain Junior Girls Golf Association will continue as part of the VSWGGA or branch off on their own. Provided they continue with the association, Marie Turner will offer her assistance to Mary Anne in preparing all necessary reports. Kathy will contact Mary Anne to clarify the status of the Junior Program.  
(05/03/05 Minutes, Page 1)

**Long-term investment of excess funds:**

Tracy Sloan made a motion, from the VSWGGA long-term funds of \$100,000. , \$50,000. should be placed into a CD with a withdrawn component. Motion carried.  
(10/10/06 Minutes, Page 2)

**Memorial Contributions:**

**Memorial Contribution Concerns:** Jeanne DiBattisto expressed concerns that the VSWGGA has no guidelines in place regarding Memorial Contributions. The VSWGGA would consider Memorial Contributions on a *\*case-by-case\** bases with Guidelines\*!

1. Contributions should definitely be considered for a *\*person\** who has been active in either Vermont golf or in New England golf (*we are members of the New England Women's Golf Association*). Beyond New England, determination



should be made on a case-by-case basis.

2. Contributions should in some way relate to \*women's golf or junior girls golf\*, such as golf scholarships, or promotion of golf programs. The contribution should have something to do with golf or comply with family guidelines.

**The board members agreed (via email) with Shari Pfannenstein's suggestions on February 8, 2007 as stated above:**  
(05/02/07 Minutes, Page 4)

### **Message Board:**

*The new Message Board can be found by going to the VSWGGA website, it is located on the left side of the home page beneath the Chelsea icon. The Message Board has 7 sections: Administrative, State Day, Championships, Rules, Miscellaneous, Local Tournaments and Flea Market. This allows members to post club tournaments, ask questions, advertise items for sale and even air some of their pet peeves.*

Cindy Paquet stressed the importance of signing in using your e-mail address and using the VSWGGA password 1234. Then you must complete the registration form and set up a User Name and your own Password.  
**(10/06/09 Minutes, Page 3)**

### **Rule Book:**

**The VSWGGA will purchase a number of rulebooks and GIVE them to our members at no cost.** *The method of distribution would be up to Suzanne.*

*Twelve responded and eleven of the twelve voted to provide the rule books FREE to our members.* (January 2007 Mini Meeting, Page 1)

Having the rules books available upon request through the VSWGGA proved to be a success and will be repeated for the 2008 season.  
(10/02/07 Minutes, Page 6)

### **Stableford System:**

**A motion was made that the Stableford Competition document as submitted by Kathy Allbright and Jane Becker be accepted as written.**  
(Mini Meeting Minutes for January 2008, Page 3)

The VSWGGA board did not want to change the current State Day medal play format but there was so much interest from the Club Reps at the Fall Meeting, we agreed to put our personal preferences aside and try the Stableford System on a trial basis. There was

much discussion as to when and where. To give the system an honest trial, it was agreed that the first tryout should be for all three courses. *Everyone will have to play Stableford.* The next trial will be two courses, *if anyone disliked playing the Stableford system - they would have another option.* The third trial will be only one course playing the Stableford. Courses were chosen that are usually busy, with slow play and/or have a lot of hazards. Selected courses will have a VSWGGA official present to assist with registration and answer questions.

June 10, 2008, all **three courses** will play the Stableford System: Vermont National CC, Woodstock and Tater Hill.

July 8, 2008, **two courses** will play the Stableford System: Williston and Stratton.

September 9, 2008, **one course** will play the Stableford System: Killington

At registration each player will be given her course handicap and equitable strokes. *The definition of equitable strokes is the maximum number of strokes that you can post for your handicap.* When any player reaches their equitable strokes they will be asked to pick up their ball and continue play on the next hole. (Mark an X on your scorecard for that hole). **All players are responsible for keeping and posting their gross score. Any X's must be converted to your equitable stroke max.**

The VSWGGA Stableford Scoring Point System will be:

Double Bogey	01 Point
Bogey	02 Points
Par	04 Points
Birdie	08 Points
Eagle	16 Points
Albatross	32 Points

All scores over a double bogey are equal to zero.  
Players must pick up after reaching their ESC (equitable stroke control).

Gross Scores will be your cumulative total Stableford points.

Net Scores will be the total Stableford points adding your USGA handicap index, using the extension.

Example: If you have 50 Stableford points and your USGA handicap is 19.9 your net score would be 69.9, *using the extension should help break ties.*

A Stableford Scoring Points cheat sheets will be given to each player at registration.

All VSWGGA divisions will remain the same.

A handout survey will be given to each player, to be filled out and returned to the scorer's table with their scorecards. *The survey form must be easy to read and simple, all the collected forms will be mailed to Kathy Albright for collation.* (05/08/08 Minutes, Page 4 & 5)

**Final Stableford Trial:** During the 2009 season, the Stableford was played by two courses, Tator Hill and Killington. Both had low attendance and want to return to the Medal Play format for 2010.

**A motion was made to discontinue the Stableford Format for all State Days.**

**Motion Passed.**

**(10/06/09 Minutes, Page 9)**

### **State Day Book:**

The State Day book will remain the same size and continue being sent during the month of March. Each participant will receive only ONE book, which will be sent to the address on the participation fee application. If a second book is requested there will be a nominal fee of \$4.00 charged.

(08/08/06 Minutes, Page 1)

To keep the State Day Book errors to a minimal, there will be a State Day Book editing committee: Suzanne Neville will meet with Cindy Paquet, Carolyn Barbieri and Cheryl Hoar to perform a page by page edit.

(08/08/06 Minutes, Page 1)

Phyllis Simon will be on the editing committee for 2008.

(05/02/07 Minutes, Page 5)

### **State Day Issues.**

#### **Carts reserved for a State Day.**

A recommendation was made to make a change to the State Day Book under Cancellations on page 16. "3. After the final pairings have been made (*Friday noon 12:00 p.m. prior to State Day*), cancellation of play does not cancel the cart fee obligation, participant **could** be held responsible for those fees."

(10/10/06 Minutes, Pages 3 & 6)

#### **Changing State Day Courses (on day of):**

The question was asked, do we or do we not have a policy in place regarding, switching courses once your group has been assigned to their second choice. The board agreed it was in the best interest for everyone if there were no restrictions.

After Friday noon participants must call Club Rep or Pro Shop to make changes.  
(10/10/06 Minutes, Pages 6 & 7)

**Chelsea Tee Time update:** The issue before the board is, after three State Day placements do we want to change the procedure for revising placements? During the original discussion the reasons for the change was to save time in the office and lead-time to get the information to the course/Club Rep. *This has not worked out as we had planned.*

**Decision:** May 27, 2009, Based on the votes received, the State Day procedures will be changed to allow tee time revisions through Chelsea, beginning Wednesday after noon 12:00 p.m. until Friday morning 7:00 a.m. This procedure will be the same as the 2008-playing season. *Initial placement on Chelsea will be done on Wednesday. Players will have the opportunity to change or cancel their tee times until Friday 7:00 a.m. Courses/Club Reps will still be responsible for receiving changes from Saturday through Monday.*

Suzanne will work with Chelsea to determine the timing of the change. We are hoping the change can take place in time for the June 9th State Day. The effective date of this change will be sent out to Club Reps, posted on the website and on the Chelsea log in screen.

(May 2009 Mini Meeting Minutes, Page 1)

### **The Final State Day:**

The Final State Day Teams will be placed in the flight of the lowest handicap player. *Bases on a field of 50 two-person teams, the Flights are broken down into ten teams in each.*

(10/02/07 Minutes, Page 4)

### **Final State Day Best Ball Format:**

1. The format will be a two person Best Ball - Gross and Net using 100% handicap.
2. There must be **FIVE equal divisions.**
3. Teams will be placed into divisions based on the **lowest individual's USGA handicap Index.**
4. **Division splits** – When a division cutoff has several individuals with the same USGA handicap index, using their partner's individual USGA handicap index will break ties.
5. TPP must be set up ahead of time for quick scoring.
6. Players that show up with subs will be placed into the appropriate division.

**Phyllis Simon will review the scoring format and division teams prior to the tournament.**

(07/22/09 Minutes, Page 2)

**Scoring for Final State Day:** Jeanne Morrissey requested that the VSWGGA complete the scoring process the day of the Best Ball Tournament so that the results can be announced at the luncheon. *This had been the standard policy for many years but got lost somewhere in the training process.*  
(07/22/09 Minutes, Page 2)

**Lakeside Members being eligible to play in State Days:**

**Should we revisit the Lakeside Membership Topic?** Motion was made to continue excluding non-Real Estate club members. Motion carried.  
(10/05/04 Minutes, Page 1)

**Maximum Adjusted Handicap:** (Rescinded - see next paragraph)

Based upon input from the club reps at the 2004 Annual Meeting, it was agreed that any State Day participant who begins **each** season with the required **USGA** handicap index of 36.0 will be allowed to play the whole season even if her handicap index goes above the required 36.0 (no waiver will be needed). However, said player will be expected to play to a **course** handicap of 36 maximum. **For clarification - No State Day participant can play to a course handicap higher than 36 regardless of what the conversion chart has for a course handicap. Example: a USGA handicap index of 35.8 could be converted to a course handicap of 37 but that player must play to the 36 because it's the maximum number of strokes authorized for any VSWGGA Tournament.**

(11/09/04 Minutes, Page 2) & (10/05/04 Minutes, Page 1)

**(Rescinded 05/08/09 Minutes Page 7)**

**Maximum Adjusted Handicap:** **Revised**

Jeanne Morrissey made a motion that all participants will be limited to a maximum of a 36.0 USGA handicap index but will be authorized to play to the clubs full handicap for that index beginning with the 2010 season in September 2009. **Motion passed.**

(05/08/09 Minutes, Page 7)

**Method for selecting winners at State Day.**

Place all State Day winners where they earn the greatest number of points possible. The progression would be 1<sup>st</sup> gross, 1st net, 2nd gross, 2nd net, 3rd gross, and 3rd net. *(If two players have the same gross score but different net scores, it is possible that one might receive 1st gross and the other 1st net, thus avoiding a tie situation.)* (November 2006 Mini Meeting Minutes, Page 2)

**Most Improved:**

**Eligibility:**

**Should the eligibility requirements be changed for the award of Lowering One's Handicap?** Currently, the players must have an established Vermont GHIN handicap from August of the previous year and play in at least eight Vermont State Women's Golf Association sponsored

events. **It was voted to remain the same.**  
(09/21/04 Minutes, Page 1)

**USGA Handicap Index Divisions / Season:**

**The Most Improved Divisions are based on your beginning USGA handicap Index.** The season begins as of August 31 of the prior year and ends August 31 of the current year. *Example: If your USGA handicap index is 17.0 (which is B Division) on August 31 of the prior year and drops to a 12.0 (which is A Division) by August 31 of the current year, you will be eligible for the B Division most improved.*  
(10/02/07 Minutes, Page 4)

**No Card Explanation:**

**A no card is, when the participant feels her score is too high and does not want to post the score or fails to complete the round due to anger or it starts to rain etc.**

**NO PENALTY WILL BE ASSESSED:**

**1. Disqualification: An example of a disqualification** is if a participant has hit five balls into a hazard, their group is holding up the entire field and she decides to pick up and go to the other side of the hazard to continue play. This score cannot be used for the competition but should be posted with the maximum strokes allowable for that hole. The scorecard should be noted disqualified or DQ by the appropriate name. *No penalty will be assessed.*

**2. A medical withdrawal:** When a participant comes down with a medical condition that prevents her from continuing play. The scorecard should be noted medical withdrawal beside the appropriate name. *No penalty will be assessed.*  
(10/18/05 Minutes, Page 5)

**Number of participants necessary for a State Day Tournament:**

To have a **valid State Day or Tournament** it was determined that two thirds of the field or 66 players must have completed the round.  
(08/08/06 Minutes, Page 3)

Change State Day Book, page 18, IN CASE OF RAIN, second and third paragraphs state if 2/3rds of the field complete/finish the tournament, it should read if 2/3rd of the base field of 100 or less complete the tournament.  
(10/10/06 Minutes, Pages 5 & 6)

There should be a different requirement for nine hole courses. Currently to host a State Day tournament it is required to have a minimum of 16 players.

*Tracy Sloan made a motion to honor State Days with less than 16 players but prizes would be awarded to only one low gross and two low nets for the entire field. Motion carried. (10/10/06 Minutes, Page 5).*

**Pace of Play:**

Remember you have fallen off the pace if:

1. The group on a par 4 is walking off the green when you're getting on the tee.
2. The group in front of you has already teed off the next hole when you are arriving to a par 3.
3. Players are on the green on a par 5 and you are teeing off.
4. Realizing you are off pace and trying to catch up as soon as you see that you are one shot behind is easier than catching up when it is 2-3 shots out. We all need to help keep the pace for everyone playing...be aware and learn how to move faster in-between shots. It is very distracting to other players in your group if only one person is slow, a little instruction on being ready to play will help, if you notice someone is slow, give them pointers on how they can help pick up the pace.

**Other Helpful hints to pick up the Pace of Play:**

1. Let faster players through on State Day's.
2. If you are having MAJOR PROBLEMS on a hole and cannot get over a hazard - there is no drop area on the other side - you are holding up players behind you - you may pick the ball up and just write you max with an X on that hole and write DQ beside your score. **There is NO PENALTY!**  
(10/02/07 Minutes, Page 6 & 7)

To make State Day players aware of their Pace of Play and to help the board track slow players: Elizabeth Walker suggested that State Day players record their starting time--time at the turn--and finishing time on their scorecards at State Days, to become effective June 3, 2008. *The suggestion was approved.*  
(May 2008 Mini Meeting Minutes, Page 2)

**Penalties:**

**State Day Penalties (other than Pace of Play):**

The board decided all players receiving three penalties or more for the 2005 season would receive courtesy/warning letters. If they received more than two penalties during 2006, they will be suspended from play for the remainder of the season.

**New State Day penalty policy:** Participants are allowed to receive one penalty with no consequence **per season**.

2<sup>nd</sup> penalty - Courtesy/Warning letter will be sent to participant notifying her of the two penalties and advising her of the consequences of a 3<sup>rd</sup> penalty.

3<sup>rd</sup> penalty will result in a suspension of play for the rest of the season. If the 3<sup>rd</sup> penalty occurs after August 15 the suspension would extend until June 15 of the following year.

(10/18/05 Minutes, Page 5)

### **Pace of Play Penalty - Activate Chelsea Turtle System**

In an effort to speed up play during the 2009 season the VSWGGA has activated the Turtle System in Chelsea. Both your starting time and finishing time will be recorded. **Your scorecard must be turned in to the scoring table immediately after the finish of play.** *If you go to your car, change your shoes, etc. your scorecard will reflect an incorrect finish time and could subject you to a "Slow Play" penalty.* The players who finish more than 15 minutes behind the group in front of them will receive a warning after the first occurrence; a second occurrence will result in a penalty (*Your position in the field will be taken into account. For example if you finish 20 minutes behind a twosome, but played in 4 ½ hours, you would not be subject to a warning or a penalty.*) **EVERY golfer in the group will receive the warning or penalty.**

**1<sup>st</sup> infraction** will receive a warning;

**2<sup>nd</sup> infraction** will result in a "turtle" designation in the Chelsea system for 4 weeks.

**3<sup>rd</sup> infraction** will result in the designation for an additional 8 weeks.

**A turtle designation will prevent you and any golfer in your group from receiving a tee time before 12:00 p.m.** In the case of a smaller field where tee times don't extend that late, you will receive one of the last tee times. *If you sign up as a twosome and Chelsea pairs you with a turtle player your group must play in the designated turtle time frame.*

(05/08/09 Minutes, Page 2)

### **Pace of Play Turtle System - Results from the 2009 Season:**

The Pace of Play Committee received positive feedback from the VSWGGA Board and the members, saying what a fantastic job they had done and how well the Turtle System had worked. The average State Day round was 4½ hours. *Trouble*



*courses that normally had rounds of 6 hours or more were completing their rounds in 5 hours. The Committee received both positive and negative feedback. Any policy on slow play inherently makes players aware of their pace of play and many did not like that.*

**A motion was brought to the floor to make the Pace of Play Turtle System a permanent policy for State Days to become effective in 2010. Motion Passed (10/06/09) Minutes, Page 7 &8)**

**Posting State Day Scores:**

A motion was made: Every individual must be responsible for posting their own scores for all State Days. Motion Passed (10/02/07 Minutes, Page 5)

**Rainouts:**

**Motion to Change Rainout Policy:** Tracy Sloan suggested that we look into changing the State Day rainout policy requiring 2/3rds of the field to complete 18 holes for it to be declared an official State Day. She asked for a vote on changing the policy to 9-holes instead of 18-holes.

*The majority voted to keep the 18-hole requirement, mandating that 2/3rds of the field complete 18 holes for it to be an official State Day. Anything less will be considered a rainout. No Change.*

(07/22/09 Minutes, Page 2)

**Reserved Rainout Date Policy:**

1. Any course rained out will have the option to reschedule.
2. There will be **no limits** to the number of courses that may reschedule.
3. The Rainout Date **may** host only one rescheduled State Day.
4. Original players will have first priority.
5. All participants must sign up through the Chelsea system.

(07/22/09 Minutes, Page 1 & 2)

**Standbys:**

The VSWGGA office will no longer contact State Day standbys; it is the participant's responsibility to find an open State Day slot by calling the club of choice beginning on Saturday prior to the tournament.

(May 8, 2009 Minutes, Page 2)

**State Day Cancellation Deadline:**

The board agreed, *the Monday 4:00 p.m. cancellation deadline was unfair to working participants.* The new deadline will be extended three hours to **Monday 7:00 p.m., if the pro shop is closed the participant must contact the club Rep.**

(10/18/05 Minutes, Page 5)

**State Day Fees:**

A motion was made to increase State Day Fees from \$15. to \$20. (*\$15. to Host Club and \$5. to the VSWGGA*). Motion carried.

(10/04/05 Minutes, Page 3) *See Minutes for more information.*

An issue was raised regarding the acceptable of a host club charging their members \$1. (*or current VSWGGA Fee*) for playing their home course state day? The board confirmed this was not an issue. If the host club chooses to relinquish their fee, they are within their rights to do so.

(09/20/05 Minutes, Page 3)

**State Day/Points:**

Suzanne Neville announced, the acquired points for any member belonging to more than one course would be awarded to the course designated on their VSWGGA Participation Fee entry form. If any participant change's courses during the season, it is their responsibility to send a written notification to the VSWGGA Administrative Assistant, Suzanne Neville

(10/03/06 Minutes, Page 2)

**State Day Point Value.**

The value of a point earned at State Day will be determined by the Board of Directors at the end of the season and will be dependent upon the revenues earned from that seasons State Days. (November 2006 Mini Meeting Minutes, Page 2)

**State Day Divisions:**

**Division changes effective 2007:**

Recommendations from the State Day Handicap Division Committee that Kathy Allbright Chaired.

**Issue #1:** Keep state days in the same format with the proposed change **in the USGA Index Divisions as follows:**

- Division A = 0.0 - 15.0**
- Division B = 15.1 - 20.0**
- Division C = 20.1 - 24.0**
- Division D = 24.1 - 29.0**
- Division E = 29.1 - 36.0**

**Issue #2:** Field Size: Everyone voted to support any State Days - if the field size is less than 16, only one low gross and one low net prize will be awarded. Ties will be honored.

**The committee recommendations were accepted by the Board. The Board voted to leave the practice of awarding ties for State Days for the 2007**

**season.** (November 2006 Mini Meeting Minutes, Pages 2 & 3.)

**Division changes effective 2005:** *Revised effective 2007.*

Handicap divisions for State Days will be changed effective for the 2005 golf season. The new handicap divisions will be as follows:

Division A - 0.0 to 13.0

Division B - 13.1 to 19.0

Division C - 19.1 to 25.0

Division D - 25.1 to 29.0

Division E - 29.1 to 36.0

(11/09/04 Minutes, Pages 1 & 2) Divisions revised effective 2007.

**State Day Results:** *(this topic was overlooked for the October 7, 2009 Minutes)*

At the October 7, 2009 Fall Board Meeting it was decided that the Club Reps would take back the responsibility of sending the State Day results to the newspapers. *It was thought that this change would improve the results being published more timely.*

The State Day results are published on the website after the office receives the results from all three courses. The results are double checked then forwarded to Web Administrator for posting on the website.

(May 2009 Mini Meeting Minutes, Page 1 & 2)

**Tournaments:**

**Championship Flags:**

Shari Pfannenstein asks if she should continue making Flags for the Championships. Each winner will receive the eighteenth hole tournament flag. The board agreed it was a nice gesture and should be continued.

(04/27/06 Minutes, Page 5)

**Chits:**

**Should the VSWGGA change the Major Tournament Chits:**

An anonymous course would only accept the three year rotation tournaments if we changed our Major Tournament chits from VSWGGA chits, to host club chits. Comments were:

1. We should not be held hostage.
2. Do not change the VSWGGA's policy to entice a course to join the rotation.
3. Not all pro shops carry enough merchandise.
4. Ask what the economic value of chits would be to the course and try to negotiate a deal.

A motion was made that we leave the chit situation for our Major Tournaments as

is. The Motion passed.  
(10/07/08 Minutes, Page 6)

**The Board voted for Universal Pro Shop Certificates participants will be encouraged to use their certificates in the host Pro Shop.**  
(05/08/09 Minutes, Page 5)

**Extra Tournament Fee:**

**An extra fee will be charged for Vermont Residents who do not belong to a real estate club in Vermont but have a valid USGA GHIN card, to play in the three major VSWGGA state-sponsored tournaments.**

Any legal Vermont resident holding a valid GHIN card should have the privilege of playing in the three major VSWGGA Tournaments.

*Elizabeth Walker made a motion the Extra VSWGGA Tournament Fees should be doubled. Motion carried.*

(10/10/06 Minutes, Page 9)

**Margaret Dick Trophy:**

The Margaret Dick Trophy will be presented at the **Mid-Amateur**. It is a team trophy. Clubs must have three players to be eligible. The winning team will be determined by combining the individual course's two best low gross and one best low net scores each day. Lowest **cumulative** total wins.

(11/09/04 Minutes, Page 4)

**Nonparticipation Fee:**

A motion passed during the 2004 season adding a nonparticipation fee of \$25. to all state tournaments for the 2005 season. This change was overlooked when editing the State Day book, all forms have been printed with entry fees' only, and the nonparticipation fee was not added. A motion was made, *seeing nonparticipants do not receive state day books*, we should post a notice on the VSWGGA web site and change the web site forms. Motion passed.

(05/03/05 Minutes, Page 2)

**Participation Fee:**

The Board voted to charge a yearly fee (beginning with the 2005 season) of \$25. For participation in any VSWGGA sponsored tournaments(s). Payment of this yearly fee would allow a participant to play in any and all VSWGGA sponsored tournaments. State Days are considered one-day tournaments.

(11/09/04 Minutes, Page 4)

**\$25 Participation Fee:** Members that only play in the major championships who pay the \$25 Participation Fee are not eligible to play State Days unless they pay another \$10 late payment fee. This does not apply to first time participants.

(07/22/09 Minutes, Page 4 & 5)

A motion was made to waive the participation fee for the Junior Golfers and the 9 hole senior player, if they only planned to play one event. Motion carried.  
(10/18/05 Minutes, Page 3)

**Pat Job Trophy:**

The Pat Job Trophy will be presented at the **Senior Amateur**, It is a team trophy, and clubs must have three players to be eligible. The winning team will be determined by combining the individual course's one best low gross and two best low net scores each day. Lowest **cumulative** total wins.  
(11/09/04 Minutes, Page 4)

**Playoff:**

**Under Prizes and Play Off** - the Board voted to do a Match of Cards for the Super Senior and Legend trophies.  
(05/08/09 Minutes, Page 5)

**Prices for Major Tournaments:**

The VSWGGA has no control over the NEWGA Championship cost.

*Nancy Myers made a motion to increase the 2007 VSWGGA Tournament fees by \$15.00 for each tournament: The junior fees will remain \$75. with the VSWGGA subsidizing the difference. Motion Carried.*  
(10/10/06 Minutes, Pages 7 & 8)

Juniors will not be required to pay the Participation Fee unless they plan to play in State Days.

Participants, who are not members of the association but are members of a member course, will be required to pay a \$25. fee called the Tournament Championship Administrative Fee.  
(10/10/06 Minutes, Page 8)

Elizabeth Walker recommended that all state championships have a posting of how the prizes will be awarded  
(10/10/06 Minutes, Page 8)

**Rotation List:**

The Director of Administration receives calls from courses asking to be on the tournament rotation list. The Board takes that list and makes a selection. The Director will send out the rotation contract for signature.  
(05/08/09 Minutes, Page 4)

### **Refund policy / no shows for tournaments:**

Beginning in 2009, if a women cancels for any reason, if her spot can be filled a **percentage** of the entry fee will be refunded. All other cancellations are **not** refundable except for special circumstances that will be considered at the Fall Board Meeting. Going forward we should put this on the State Day book cover page.

(10/14/08, Page 10)

### **Seniors Tournament:**

The Seniors' application form will be changed, when requesting age groups, instead of "Please check one": it will be changed to "(Optional) Please check one." If nothing is checked, the applicant will compete in the Senior (55-64) age group only. *Participants must be aware, if Super Senior or Legend age groups are not checked they will not be eligible for those prizes.*

(05/03/05 Minutes, Page 2)

### **Tee Markers:**

Suzanne suggested that the Board approve her purchasing special tee markers to be used during all of the VSWGGA major tournaments. We would need to purchase 36; they should have the VSWGGA emblem and be lightweight for easy transporting. The estimated price would be around \$250. *The Board approved her request.*

(05/08/09 Minutes, Page 3)

### **Tournament Fees:**

A motion was made to increase the Mid Amateur fee to \$120 (*\$10 increase*), leave the Seniors at \$120, and increase the State Amateur to \$150 (*\$20 increase*). Motion carried.

(10/14/08 Minutes, Page 11)

### **Tournament Procedures:**

To ensure proper tournament procedures are followed, the board appointed Kathy Allbright as Tournament Operations Chair to be an **active** part of each VSWGGA Tournament Committee.

(10/18/05 Minutes, Page 4)

Kathy Allbright is the Tournament Procedures Chair person and will assist with all VSWGGA Tournaments.

(04/27/06 Minutes, Page 2)

A motion was made to try a portion of Shari Pfannenstein's proposal at the Senior's Tournament in Neshobe 2008, by asking the VSWGGA Board Members and Committee Chairs to work as officials at the Starters Table, as Gate Keepers on 1, 9 and 18 or 1, 6, 12 and 18, at the Scorers Table and if qualified, and not playing, be a Rules Official. *Motion Carried*

(10/14/08 Minutes, Page 4)

**Tri-State Tournament:**

The board voted to make the practice round mandatory for Vermonters playing in the Tri State Tournament, it would also be mandatory to stay on the premises until after the awards have been presented to the winners.

(10/18/05 Minutes, Page 6)

**Tri-State Application Deadline Date:**

A motion was made to move the date up one month for Tri-State Selection. With a May 1<sup>st</sup> deadline, *Postmark date by May 1<sup>st</sup>*. Motion Carried

(10/14/08 Minutes, Page 10)

**Travel:**

**Mileage Reimbursement Rate:** The Board agreed that the mileage reimbursement rate for VSWGGA official travel of .50 cents per mile was adequate. **HAS BEEN REVISED.**  
(10/14/08 Minutes, Page 8)

Mileage Reimbursement Rate was revised during 2009 to .405 cents per mile.  
(No official meeting)

**Trophy Engraving:**

Beginning in 2008 the Trophies' will be presented to winners at the awards ceremony then collected for engraving. When the process has been completed, they will be mailed to the recipients. *The board was in agreement this should be a VSWGGA responsibility.*  
**The Director of Administration, Suzanne Neville, has accepted the task of having the trophy's engraved.**

(10/09/07 Minutes, Page 7)

**USGA Team:**

A motion was made to budget \$1,000. each year for developing a fund to subsidize up to \$2,000. of the Biannual USGA Team expenses. Approved.  
(04/22/03 Minutes, Page 3)

The VSWGGA voted to increase the amount of money we will contribute to help subsidize the expenses of the Vermont team who will represent us at the USGA Women's State Team Championship to be held at Woodlands, Texas in September from \$1000 to \$1500. (*Vote was 7 YES and 1 abstention*)

(Mini Meeting June, July, August, September 2007, Page 2) **RESCINDED!**

**DECISION RESCINDED on September 30, 2007. State Day Book page 42 had a misprint, which stated the USGA Team would be subsidized up to \$1,000. it should have read \$2,000. The 2007 USGA Team will be reimbursed \$500. to be split three ways.**

### **USGA Team Selection:**

Jeanne Morrissey asked how the USGA Team was selected. They start by asking the Major Tournament Champions, if they cannot attend, they asked the runners up. The Board tries to select low handicap players that have done well in tournaments. *The teams play on courses that are 6,132 yards.*  
(10/14/08 Minutes, Page 10)

### **VGA Scholarship Fund:**

A motion was made that the VSWGGA contributes 10% of our GHIN income to the Scholarship Fund. We charge the Juniors Committee with examining ways to do more fund-raising, and that we review this formula every two years at the Annual Meeting. Motion Approved.  
(10/07/03 Minutes, Page 2)

**Elizabeth Walker made a motion that the VSWGGA sponsor two teams for the Scholarship Scramble.** *Motion passed.* (05/08/08 Minutes, Page 7)

### **VSWGGA Club fees.**

Pat Job made a motion to follow the VGA'S lead and charge \$100. for 9 hole and 18 hole courses, \$125. for 27 hole courses and \$150. for 36 hole courses. Motion carried.  
(09/20/05 Minutes, Page 3)

### **VSWGGA Website:**

#### **Frequently Asked Questions:**

Jeanne Morrissey suggested that we should create a FAQ (Frequently Asked Question) area on the website. Suzanne Neville should make a list of the most frequently asked questions with the answers and send them to Cindy for posting on the website. Examples: How do I join the VSWGGA? What are the requirements to play in one of the VSWGGA tournament? Have the answers with a link to the applicable applications. The Board was encouraged to submit questions too.  
(05/08/09 Minutes, Page 5)

#### **Member Communication (Website):**

##### **Message Board:**

##### **Purpose:**

To provide a place where VSWGGA members can freely express their concerns, suggestions, opinions, complaints, etc regarding VSWGGA activities and issues.

Other possible uses of a Message Board feature could allow



members to post golfing equipment they would like to sell or purchase. It would also be a place where members could post their club tournament announcements.

**Recommendation:**

Cindy recommended that the VSWGGA go with websitetoolbox.com because it has all of the requirements with a nice format plus spell check.

**Cindy will be the Web Administrator.**

**There will be seven Forums with five Moderators:**

1. **Administration Forum** = Tracy Sloan, Moderator
2. **State Days Forum** = Suzanne Neville and Nancy Myers, Moderators
3. **VSWGGA Championships Forum** = Kathy Allbright, Moderator
4. **Rules Forum** = Shari Pfannenstein, Moderator.
5. **Miscellaneous Forum** = Phyllis Simon, Moderator.
6. **Local Tournaments Forum** = No Moderator.
7. **Flee Market Forum** = No Moderator

There will be a message at the top of the Bulletin Board outlining the guidelines for posting messages.

**The board thanked Cindy for doing all of the research and voted in favor of spending \$59.95 per year for the Message Board Service.**  
(05/08/09 Minutes, Pages 5 & 6)

**VSWGGA Website Postings:**

All VSWGGA material must be cleared through the VSWGGA President prior to being posted on the website.  
(05/08/09 Minutes, Page 7)

Last Update: October 6, 2009  
By: Mary G. Corey