

**Minutes of the Carnoustie Golf Links Management Committee Meeting held in the Greenkeeping Sheds
on Monday 16th January 2012**

Present: G Murray (Chair), G Wilson, Bill Thompson, C Yule, P Sawers, L Gordon, G Paton, S Brown, H Oswald, D Valentine, A McCartney, R Reyner, J McLeish,

In Attendance: G Duncan (General Manager), C McLeod (Golf Services Manager), J Philp (Links Superintendent).

Meeting began 1900 hours.

Apologies

B Myles, J Gilbert.

1. Any Additional Items

There were no items.

2. Declarations of Interest

There were none.

3. Election of Office Bearers

G Murray advised the committee that he has decided to step down as Chairman of CGLMC Ltd. He advised the committee that he has enjoyed his time as Chairman particularly enjoying the overseeing of the new Pro-Centre. G Murray thanked all committee members for their help and support during his time as Chairman.

G Wilson being Vice-Chairman then took the Chair for the remainder of the meeting. G Wilson thanked G Murray on behalf of the committee for all of his hard work as Chairman.

Election of Office Bearers 2012

Position	2011/2012	2012/2013	Nominated Seconded
CHAIRMAN	G Murray	G Wilson C Yule	G Murray <u>P Sawers</u> R Reyner
VICE CHAIRMAN	G Wilson	P Sawers (8 votes) R Reyner (4 votes)	G Murray <u>L Gordon</u> J McLeish S Brown
FINANCE CONVENOR	N/A	G Murray	G Wilson D Valentine
GREENS CONVENOR	J Gilbert	J Gilbert	G Wilson A McArtney
TOURNAMENT CONVENOR	A McArtney	A McArtney	G Wilson J McLeish
PR CONVENOR	P Sawers	D Valentine	G Wilson G Murray
ENVIRONMENT CONVENOR	J Gilbert	J Gilbert	G Wilson L Gordon
SEASON TICKET CONVENOR	J McLeish	J McLeish	G Wilson A McArtney
MAJOR PROJECTS CONVENOR	G Murray	G Wilson	R Reyner P Sawers
DISCIPLINARY CONVENOR	G Wilson	P Sawers	G Wilson J McLeish
PRO-SHOP CONVENOR	G Wilson	C Yule	G Wilson R Reyner

Bill Thompson will sit on the Finance committee.

4. Approval of Minutes of the Links Management Committee Meeting of Thursday 1st December 2011 and Monday 5th December 2011

Amend, 5th December Minutes: P Sawers asked in regards to the letter from the R&A, whether dates had been announced, if not, this item should not be included in the minutes. G Duncan advised that dates have not been announced, therefore this item will be removed from the public minutes.

Approved: G Murray

Seconded: P Sawers

(a) Matters Arising Therefrom

There were no items.

3.

5. Greens Business

(4) **Approval of Minutes of Meeting of the Greens Sub-Committee of 12th December 2011**

Amend: Pg 154, As opposed to saying 'remove some trees' this should be changed to 'remove only trees marked and agreed'.

Pg 155, under GUR, change 'mates' to 'mats'.

Approved: L Gordon

Seconded: S Brown

(b) Matters Arising Therefrom

G Murray asked for approval on behalf of J Gilbert to make it course policy that there will be no wind turbines erected on the courses. This would be very useful for the administration staff to be able to tell companies the CGL policy rather than differing to J Gilbert or G Duncan. The committee agreed.

(c) Any Other Greens Business

There was no business.

6. Finance Business

(4) **Approval of Minutes of Meeting of the Finance Sub-Committee of 19th December 2011**

Approved: J McLeish

Seconded: P Sawers

(b) Matters Arising Therefrom

P Sawers asked if there was any further progress on arranging for C Mathews to visit the course. D Valentine advised that he had dates which she can attend, he will forward them to G Duncan for him to arrange which date would be acceptable.

(c) Any Other Finance Business

There was no other business.

7. Tournament Business

(4) **Approval of Minutes of Meeting of the Tournament Sub-Committee of 12th December 2011**

Approved: S Brown

Seconded: G Paton

4.

(b) Matters Arising Therefrom

A McCartney asked for approval for all items (i – vii) under item 2, **Tournament Report 2011**, of the Tournament sub-committee meeting.

The committee agreed to all proposals under item 2.

A McCartney advised the committee that a player who has played in the Tassie for the past 34 years and now has trouble walking has asked that CGL supply him with a golf buggy in which he can drive himself. It was advised that it is CGL policy that all buggies have to be driven by a caddy as there is no insurance to cover any problems caused by a player driving a buggy. After discussion the committee agreed that they would offer the player the use of the buggy with a caddy driver. The option of a buggy is only available to a player on medical grounds.

(c) Any Other Tournament Business

There was no other business.

8. PR Business

There was no business, the next meeting will be held at 6.30pm on Monday 30th January 2012 before the Finance Committee meeting.

9. Pro Shop Business

There was no business

10. Environmental Business

(a) Approval of Minutes of Environmental Sub-Committee Meeting of 9th December 211

Approved: G Paton

Seconded: G Wilson

(b) Matters Arising Therefrom

There was no business.

(c) Any Other Environmental Business

There was no other business.

11. Major Projects Business**(a) Approval of Minutes of Major Projects Sub-Committee Meeting of 19th December 2011**

Approved: G Wilson

Seconded: P Sawers

(b) Matters Arising Therefrom

G Paton advised that in his opinion the Black Slab area is not great for bringing players into the new Pro-Centre. He suggested that the carpark be extended slightly towards the beach so that it can be made for 2 way traffic, giving a space for busses to turn. P Sawers enquired to whether CGL owned this car park, she was advised that it is part of the hotel agreement, CGL pay a rent per space. The committee then agreed that the Major Projects revisit this subject and come up with suggestions to make the car park more accessible. D Valentine suggested that Andy Nicholson of Angus Council be consulted before any decisions are made.

The Public Meeting was held on Wednesday 21st December 2011.

D Valentine advised that there was a movable sign outside the hotel last week advising that the Pro-Shop was in the hotel. G Duncan will contact the hotel and advise them to remove or change it.

Toilets

D Wren is to produce more detailed plans that will be submitted to the committee. He will also give an updated price for the works. This will be available for the next Major Projects committee meeting. C Yule asked whether D Wren had been asked to look at alternative power options. He was advised that D Wren has been asked to come back to the committee with options, alternative power may be an option he provides. A McArtney asked whether the committee would be in favour of moving the proposed toilet block from the 15th to the 16th hole, he was advised that the 15th hole can service a larger area than the 16th.

G Paton asked why a joiner has been asked to provide a cost for the trophy cabinets in the Pro-Centre, he was under the impression that they would be purchased and not custom built. G Duncan advised that the committee agreed to ask the joiner (D Christie) to provide a quote for the work. This was simply so it was known how much it might cost. There was no agreement to appoint him to carry out the work, if it was agreed that a joiner custom built the cabinets, it would go out to tender.

(c) Any Other Major Projects Business

There was no other business.

12. Golf Services Managers Report

C McLeod advised the Committee that he has had a request from the Carnoustie Ladies Club asking for 1.5 hour time slot to play their club final on the same day as the Tassie final. It was enquired to why the Ladies wanted to play their final on this day. P Sawers advised that in previous years the Ladies played their final on the same day as the Tassie, for the past few years, they have been asked to change their days. P Sawers advised that the Ladies would like this to be the day they play their final from this year on. After discussions, the committee agreed that the Ladies Club could play their final on this day, C McLeod will liaise with the club Chairperson to arrange the most suitable time.

C McLeod advised that he has had a request from a Charity asking if they can take 16 players out on to the course at 5.00am on Monday 30th July 2012. He suggested that this may interfere with the greenkeepers schedule. This Charity has been allowed to play the course before early in the morning before, but in previous years there has only been a maximum of 4 players. After discussions, the committee agreed not to allow the request on this occasion.

The Tassie entry went well this year. The competition entry opened at 7.00am and was full by 7.10am. Players were given their places on the morning the entry opened, but were not allowed to pay until the next day, this stopped any confusion over payments.

13. General Managers Report

There are a few small snagging issues with the Coffee Shop in the Pro-Centre. R Reyner asked that the Coffee Shop agreement with the Hotel be shown to the Committee. This will be made available to committee members.

Costal Protection

G Duncan suggested that this would be a benefit to the course. It is a positive step with no real impact on the working of the course. If Planning Permission is granted, work will begin in March 2012 for 6 weeks.

3rd Hole

A letter was received from the Environmental Health Board. They have left it up to CGL to decide on the way forward in regards to erecting a fence or not. G Wilson suggested that the Major Project committee be asked to revisit this item, they should then come forward to the Management Committee with a suggestion of how to move forward (even if the decision is to do nothing at all). S Brown enquired to whether the insurers have been asked whether there is a risk of a complaint being made and CGL been found liable. G Duncan advised that the insurers have not been contacted. After discussions, the committee agreed to refer the item back to the Major Projects committee for further discussion.

China Trip

G Duncan advised that the committee agreed in the past that a budget be set aside to send 2 members of CGL (a staff member and a Director) to China. There is a Trade Mission coming up in March. G Duncan advised that the committee are to decide on who to send. B Thompson suggested that the committee look at the objectives that they would like to be done when over in China, then choose representatives that can carry this work out most effectively. D Valentine suggested that it would be wise to send the most senior of Directors or staff as this is seen positively in China. The committee agreed that they would look into the objectives of the trip and then choose the right members to go.

7.

Links Superintendent

G Duncan advised that J Philp handed in his letter of resignation. This will be a massive change to the company. The committee were asked to think of a way to recognise J Philp's contribution to the company. A replacement will now need to be found. G Duncan advised that the R&A have been in touch to say that they would like to do something special for J Philp also.

The committee agreed that the position has to be advertised to the public, it cannot stay in house. G Wilson suggested that an interview panel be made up of 3 or 4 directors, G Duncan and an expert in the field (eg. Links Superintendent of St. Andrews Course). G Duncan is to look at putting together a job remit and job description. The committee agreed that it would not be a good idea to put anyone on a trial, the job would have to be given as a permanent position. It was advised that J Philp would like to leave in June, but he is flexible, and would be happy to overlap his time with the newly appointed Links Superintendent. D Valentine advised that this is a major PR project, he advised that CGL have to lead and manage the process.

The committee agreed that G Wilson, J Gilbert and D Valentine have a meeting to discuss the recruitment process and sit on the interview panel.

C Calendar is to produce a press release in regards to J Philp's retirement, this will go out in the Courier and the golf magazines.

There being no other competent business, the meeting was then closed at 2025 hours.