

**Minutes of the CGLMC Ltd Meeting held in the Greenkeeping Sheds
on Monday 6th February 2012**

Present: G Wilson (Chairman), P Sawers (Vice-Chairman), G Murray, W Thompson,
L Gordon, H Oswald, C Yule, J Gilbert, D Valentine, B Myles,
A McCartney, G Paton.

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

Meeting began 1900 hours.

Apologies

J McLeish, R Reyner, S Brown.

1. Any Additional Agenda Items

P Sawers – Request for use of Golf Centre by Northern Ladies Committee. This will be addressed under Item 9 (Golf Services Managers Report).

2. Declarations of Interest

H Oswald will take no part in discussions regarding salaries.

3. Approval of Minutes of the CGLMC Ltd Meeting of Monday 16th January 2012

Approved: G Murray

Seconded: C Yule

a) Matters Arising Therefrom

There were no matters.

4. Greens Business

a) Approval of Minutes of Meeting of the Greens Sub-Committee of Monday 23rd January 2012

Approved: L Gordon

Seconded: P Sawers

b) Matters Arising Therefrom

J Gilbert asked J Philp if the head greenkeepers had been briefed on the new salting policy. J Philp advised that they had been given this instruction.

J Gilbert advised that the spoil heap at back of the course is larger than J Philp originally thought and therefore it has been decided that 500 tonnes of the waste will be removed from the site by Cotside Quarry. This is at a cost of £4,000. The site will then be condensed. J Gilbert also advised that due to the fact that the 2 new holes on the Buddon course are unlikely to go ahead this year, there may be a need to remove more waste from the spoil heap to stop it increasing in size again. Cotside Quarry would be happy to remove any more waste that CGLMC Ltd require at a cost of £4.00 per tonne.

J Philp advised that the shaping of the mound at the 3rd green on the Burnside course will be complete by the end of the week, and he invited directors to view the mound so that it can be approved and the turf laid. J Gilbert suggested that the greens committee view the site and approve the work at the next Greens committee meeting.

The directors agreed:

- (i) to view mounds at Burnside 3rd hole and authorise Greens sub-committee to determine if ready for turfing.

A McArtney advised that no salting had been carried out on the courses on Sunday 5th January even although the ground was frozen. J Philp advised that due to it being a weekend and the policy only just being agreed, the greenkeepers had not had time to schedule it into their plans. Starting from this week, salting will be carried out when the ground is frozen.

Sederunt 19.10 J Philp leaves meeting

5. Finance Business

a) Approval of Minutes of Meeting of the Finance Sub-Committee of Monday 30th January 2012

Approved: P Sawers

Seconded: W Thompson

b) Matters Arising Therefrom

G Wilson advised the committee that he had received a letter from J Philp in regards to the proposed salary percentage increase for the CGLMC Ltd staff. G Wilson read the letter out to the committee.

There followed discussion on the salary award. Following discussion the directors agreed:

- (i) to remit this matter back to the Finance Committee when more figures would be provided and a further recommendation obtained.

G Murray asked for approval to sponsor the Tartan Day Connection dinner.

The directors agreed:

(i) to sponsor the Angus Council Tartan day dinner at a cost of £1000

H Oswald advised the directors that the Carnoustie Community Council are aware that CGLMC Ltd are going to apply for Charitable Status.

c) Any Other Finance Business

There was no other business.

6. Tournament Business

P Sawers asked if another date had been arranged for the cancelled Pringle Trophy. A McArtney advised that the event will not be rearranged.

7. P.R Business

a) Approval of Minutes of Meeting of the PR Sub-Committee of Monday 30th January 2012

Approved: P Sawers

Seconded: G Wilson

b) Matters Arising Therefrom

D Valentine advised that C Mathews will be available for the whole day on Saturday 14th April, and he asked for the directors to come up with suggestions of how to spend that day.

In relation to the above, G Wilson advised that he believed there has been a misunderstanding in regards to the payments made to C Mathews. He advised that he was under the impression that when CGLMC Ltd paid the sum of £4,000, this included sponsorship of Catriona, plus a service day at the course. If the committee wanted her to visit for another day, it would cost an extra £5,000. D Valentine advised that this was not his understanding of the agreement and that the service day was not included in the £4,000 fee. D Valentine advised that as no contracts have been signed, the directors could agree to only have Catriona visit the course for 1 day on 12th April where she can open the Golf Centre. CGLMC Ltd would have to settle the cost of any food or drink themselves on this day.

The directors agreed:

(i) to invite C Mathews to the course for on Thursday 12th April 2012 when she is here as part of the Angus council visit. She can then officially open the Golf Centre.

The directors then agreed:

(i) to invite Kathryn Imrie to also take part in the opening ceremony if she was available on 12 Apr 2102

The directors also agreed:

(i) that a plaque detailing the opening ceremony would be sited on the flat wall just outside the doors of the Golf Centre.

A Carnoustie Community Relationship meeting will be held on 14th February where local hoteliers will meet to focus on how they can arrange and promote golf packages to their customers. D Valentine asked that C McLeod and G Duncan attend the event alongside him, and this was agreed.

c) Any Other PR Business

There was no other business.

8. Season Ticket Business

There was no business

9. Golf Services Managers Report

Northern Ladies Committee – Highlighted by P Sawers

P Sawers advised the committee that the Northern Ladies Committee are holding a 54 hole tournament with 12 girls attending on 31st March – 1st April 2012. She asked for approval by the committee for the Northern Ladies Committee to use the Golf Centre as a welcome venue and to host a quiz night during the tournament. C Sinclair will also provide some golf practice facilities.

The directors agreed:

(i) to provide facilities as described above.

C McLeod advised that he attended the PGA Trade Show in Orlando, which is a very prestigious event. He advised that he arranged some bookings for 2013, with a specific extra booking of 200 golfers on the Championship course.

The bookings for this year are up compared to last year at this time.

C McLeod advised that he has received a letter from R Winchester who is a golf coach in the USA. Mr Winchester has a 7 year old pupil who would like to come over and play the Championship course. He plays off scratch and hits from 90-200yds at home. C McLeod advised that the only problem is the CGLMC Ltd rules state that players must be 14 or over.

The directors agreed:

(i) that the 7 year old should be offered the opportunity to play the Buddon Links course as it would be more suitable.

10. General Managers Report

Coffee Shop

G Duncan advised that he met with M Edwards of Oxford Hotels and Inns today, and that Oxford are happy with the agreements. The agreements were circulated to the committee. G Duncan advised that G Murray negotiated these agreements when he was chairman. They now have to be signed. Once they have been signed CGLMC Ltd will be able to demolish the starters box and the rent payable to the Hotel will be reduced plus CGLMC Ltd will receive a profit share from the Coffee Shop.

The directors had reviewed the agreements and L Gordon enquired to why there was no extractor fan included in the list of items when there will be panini's being supplied. G Murray advised that there would be no cooking, and an extractor fan is not needed for these small machines. L Gordon inquired about the size of the signage, or the need for it at all. G Duncan advised that he would raise this with Oxford Hotels.

G Murray advised that the roller shutter will match the Pro-Shop shutter. It should only be down when the Coffee Shop is unmanned so will rarely be viewed.

A McCartney enquired to whether CGLMC Ltd will have an input in the pricing of the shop, and he was advised that they will. CGLMC Ltd will also have input in the service standards. It was advised that the seating layouts have not been decided upon yet, this will be decided by CGLMC Ltd. P Sawers advised that not all decisions will be made outright, and it had been agreed that the Centre would be given time to evolve and decisions made during this time.

L Gordon advised that there is a note in the agreement referring to 'mechanical vending machines'.

The directors agreed

(i) that this should be removed from the agreement as they would not agree to allowing vending machines in the Centre.

G Wilson directed the directors to the list of items for sale and pointed out that G Murray had been charged by the directors to negotiate the best deal possible. G Wilson said he felt this had been achieved and that the list of goods was acceptable. The directors agreed. W Thompson pointed out that, if the coffee shop was selling similar items of confectionary to the professional's shop, pricing would need to be the same at both outlets.

Tea Hut

G Duncan advised that he had produced and circulated a report with the options on how CGLMC Ltd can proceed with the issue of the Tea Hut.

The committee agreed:

- (i) that this issue should be deferred to the Finance committee to discuss further and bring a proposal to the Full directors meeting.

Caddy Master

M Roy has now signed the caddy master agreement and is content with the conditions.

Links Superintendent Recruitment

G Duncan advised that the advert has been released to the appropriate press. There have been a number of applications in already. The closing date is 16th March 2012. There is now a need for a detailed job description to be drawn up. This will be discussed.

Request for use of Golf Centre

G Duncan advised that he has had a request from Angus Council for use on the Golf Centre to hold a fayre on 4th April 2012, selling various foodstuffs and other items. G Wilson suggested that he would not be in favour of hosting this event as it could end up leaving the Centre in a mess with posters / banner being stuck on walls etc. He asked if CGLMC Ltd could charge for the space (like a wedding fayre). It was suggested that there is not much space for stalls / tables. G Wilson suggested that the Hotel would be a more appropriate space for a fayre. P Sawers suggested that if it was agreed this time, a precedent may be set and lots of requests for this type of event might come in – that is not what the Centre was built for.

After discussions the directors agreed

- (i) not to allow this fayre or similar events in the future.

2 New Holes on Buddon Course

G Duncan advised that SEPA have put in an objection to the application for the 2 new holes. They want a report carried out. It is thought that the report should satisfy SEPA's concerns but it will be at a cost and will hold up procedures.

65+ Season Tickets

G Duncan advised that many of the over 65 year old players have commented on how delighted they are with their 65+ discount.

Ladies Golf Day

G Duncan advised this is part of the partnership agreement with Angus Council. They have requested that the Ladies Golf Day be held on 12th April with 60 golfers taking 20 times on the Championship course. G Duncan asked whether the committee would be happy to provide 20 tee times for the guests of Angus Council, which would include journalists. G Wilson advised that if all of these times were sold,

22.

CGLMC Ltd would take in £8,400, and he suggested that this is an extra contribution to the day that CGLMC Ltd is making. W Thompson suggested that some of these golfers be given times on the

Buddon Course. D Valentine suggested that if 20 tee times could not be provided, Angus Council would drop the invite list back to 45 guests.

After discussions, the committee agreed

(i) to give the 20 tee times for the event. If possible, the hotel tee times will be used.

A McArtney enquired to whether the RIOCH Ladies Open flags have been distributed. He was advised that they have not all been distributed, but this will be done shortly.

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

KS