

Golf Managers Association of New Zealand

# Annual Report 2022



**GOLF MANAGER'S  
ASSOCIATION**  
of New Zealand (Inc.)



# 12th Annual General Meeting

Notice is hereby given that the *12th Annual General Meeting of the Golf Managers Association of New Zealand Incorporated* is to be held on **Thursday 27, October 2022, at 10.30am** at the Remuera Golf Club, 120 Abbotts Way Remuera. As permitted under the Constitution, the Board has provided for both in person participation as well as attendance via Zoom.

## Agenda and Business

1. Welcome, In Attendance/Apologies
2. Confirmation of Minutes of previous Annual General Meeting 28 November 2021
3. Matters Arising
4. President's and Financial Report – Richard Nauck
5. Notices of Motion
6. Confirmation of Officers

The Golf Managers Association of New Zealand (GMA) Executive Board comprises eight ordinary members including six representatives appointed by their branches and two Independent Directors.

### Appointed Representatives:

Northern Branch	Matt Owen, Pupuke GC
Bay of Plenty Branch	Michael Williams, Mt Maunganui GC
Waikato Branch	Travis Gawler CCM, Hamilton GC
Central Branch	Amy Sidford, Boulcott's Heritage Farm GC
Northern South Island Branch	Vacant
Southern South Island Branch	Shelley Duncan PGA, Otago GC

All appointed representatives are one year into a two year term.

### Independent Representatives:

Richard Nauck PGA BCom, Titirangi GC  
Matt Guzik CCM CCE, Tara Iti GC  
Both independent representatives are one year into their two-year terms.

7. Executive Officer Update
8. General Business

An industry forum will follow the AGM.

Notice of items of general business must be advised in advance of the meeting to the Executive Officer [eo@gmanz.co.nz](mailto:eo@gmanz.co.nz) by 5.00pm Thursday 20, October 2022.

Des Topp  
Executive Officer

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## Our Purpose

Our PURPOSE is to have more members accessing our multi-level support offerings more often.

## Our Vision

Our VISION is to be the best in providing a quality service and delivery of club management opportunities in New Zealand.

## Our Values

Excellence | Professionalism | Integrity | Positivity



# President's Report

An advertising campaign back in the 90s, for a very pricey watch, declared "you never actually own a Patek Philippe. You merely look after it for the next generation." If there was ever a mantra for managers in our industry, I think this could be it. So many of our clubs have incredibly rich histories, and we build on the foundations laid by those who have gone before. What legacy will be leave? How will we add to those rich histories?

At GMA, as we enter our 13th year, our focus and purpose remains providing you with the resources, support and training you need to do your job well. Our values of Excellence, Professionalism, Integrity and Positivity are not only beacons for us to navigate by, but hallmarks of our great industry and those that work in it.

To be honest though, some of those values have been tested as we enter the third year of this pandemic-shaped world. As managers, with all the normal demands of our multi-faceted roles, when faced with the ongoing fatigue of operating in a very tough



environment, keeping our commitment to excellence, professionalism and positivity has been challenging.

If there was ever a time for us to lean into the resources and support GMA provides, it is now. As I have traveled about and listened to the war-stories of managers, time and time again, the network, commraderie and shoulder to lean on, has been the common denominators of the conversations.

While each of us are building the legacies of our own clubs, collectively we continue to build the legacy of our industry. That collective sharing of ideas, wisdom and support is not only vital to the work we do, but is vital

for each of us to thrive as individuals and professionals.

Speaking of legacies, GMA continues to build its own. At this juncture, I'd like to thank Chris Davies, who retired from his role as President at the last AGM. His tireless work from the very beginning has provided us an amazing foundation on which to continue to build this organisation. Thankfully, his wisdom and insight continues to be offered in an advisory role.

## Education

This past year, despite the continued Covid disruptions, GMA's BMI Education programme continued its growth, with multiple courses, increased reach in those attending and three new Certified Club Managers.

The 2022/2023 schedule of courses is already in place with courses later this year already nearing capacity. Stephen Gee, who was appointed Club and Workforce Development Manager with Golf NZ, has partnered with us in the delivery of our courses. His experience, expertise

and passion for teaching continues to be a great asset to our organisation.

Obviously, our entire programme is built on CMAA and Jason Koenigsfeld's teams work out of the States. The programme truly is world-class and provides international accreditation to those that participate.

### Resources

An area that saw incredible growth this past year, was our members accessing many of the templates, whitepapers and management resources. For many of our members, the discovery of what can only be described as a treasure trove of material that Des has collected over many years, was a highlight of the year. So many of us, reinvent the wheel at each of our clubs, when there is little need with what is available. If you are working on a new policy, manual, contract, etc, before you start, reach out to Des. Chances

are he'll have something you can use.

### Recruitment

Another area that saw growth this past year was GMA's offering of recruitment management for clubs. With Des' many years in our industry, combined with the networks of those on our board, GMA is aptly positioned to help club's recruit, interview and place the talent they need in their organisations. Using GMA for this process not only ensures a fantastic placement, but also immediately embeds the new placement within the GMA network of support.

### The Future

As we look at the next year, Des and the board have a large schedule of work in front of it. I've highlighted just a few of the projects we will work on below:

- Growing our membership numbers
- Planning the 2023

### Conference

- Growing our partnership with Golf NZ and GMA Australia
- Building an online portal for member access to resources
- Developing additional industry best practice papers and templates
- Growing our recruitment arm
- Participate in the CMAA conference in the US

Lastly, we are here for you. Our industry will only ever be as strong as our members. If you need support, do not hesitate to reach out. It truly is why each of us are here.

Thank you to Des Topp, he is the heart of our organisation, and to our partners, your loyal and continued support is amazing.

**Richard Nauck**







# Education Report

Congratulations to Andrew Jackson, General Manager Muriwai Golf Links, who was awarded the Golf Managers Association of New Zealand Club Car 2021 Club Manager of the Year Award.

Andrew was recognised for his tremendous work on environmental issues in conjunction with DOC and running a very successful Charles Tour event. Two other applicants Michelle Campbell CCM General Manager Hastings Golf Club and Dylan Lindstrom were highly commended.

The Club Management Association of America (CMAA) endorsed BMI educational programme continues to be GMA NZ's major focus. With 3 candidates graduating during the year, namely Chris Davies CCM, Hugo Littlejohn CCM and Neville Bamford CCM, we can proudly record



**CLUB  
MANAGERS  
ASSOCIATION  
OF AMERICA**

ten students who have now completed their Certified Club Manager – CCM qualification. We have a further four candidates, Richard Nauck, David Herbert, Terry Yacysen, Raj Goundon and Dylan Lindstrom who having completed 5 years of study are now looking to qualify by attending the final BMI Review Course and passing the examination in Sydney in November 2022.

The educational programme again proved

popular amongst the club management industry workforce but again was heavily affected by COVID lockdowns with two courses being postponed. We were still able to run three courses BMI Leadership Principles, BMI Food and Beverage Management and BMI Review course and exam welcoming 7 new entrants to the programme in the process.

The BMI programme is led by Stephen Gee, the Golf New Zealand Club and Workforce Development Manager and his efforts and the support from Golf New Zealand are duly recognised. Also deserving recognition are Michael van de Elzen – Garden to Table Cookery School, Liz Perkins of the Hospitality Company, Mike Rondel Partner BDO Christchurch, and Matt Guzik GM Tara Iti Golf Club who provided expert input into the courses.

## Our 2021 BMI CCM Graduates



**Chris Davies CCM**



**Neville Bamford CCM**



**Hugo Littlejohn CCM**



**BMI Food and Beverage Management Class of 2022**

*L to R: Andrew Jackson GM Muriwai Golf Links, A J Jones Golf Operations Hastings Golf Club, Heimata Heather Food and Beverage Operations Manager Royal Auckland and Grange Golf Club, Richard Nauck General Manager Titirangi Golf Club, Michelle Campbell CCM General Manager Hastings Golf Club, David Herbert General Manager Waitemata Golf Club*

## Business Management Institute 2022 -2023 Schedule

BMI Club Management	Auckland	31 Oct – 4 Nov 2022
BMI Club Management	Auckland	Feb 2023
BMI GM/COO Course	Auckland	Mar 2023
BMI Leadership Principles	Auckland	Apr 2023
BMI Golf Management	Auckland	May 2023
BMI Review Course	Auckland	Apr/May 2023

## National Conferences 2022 -2023 Schedule

GMA/NZSANZ Conference 2023	Wellington	August
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## International Conferences 2022 -2023 Schedule

CMAA Conference	Orlando	Feb 2023
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### Club Management Association of America(CMAA) World Conferences and BMI Education Programme

COVID-19 affected the 2021 CMAA World Conference with the result it was run as a virtual event. Several GMA members took the opportunity to ZOOM in to keep up to date with all the latest developments.

Dr Jason Koenigsfeld and the CMAA continue to be the major education support network for all aspects of our BMI educational programme. Jason's and his team' expertise is invaluable and is acknowledged with sincere thanks.

### New Zealand Golf Industry Council – Golf Matters Conference

With the 2020 Conference cancelled because of COVID-19 the focus now shifts to the Whole of Golf “Golf Matters” Conference planned for August 8-10, 2022, to be held at the Te Pae Exhibition Centre in Christchurch. It is expected that many GMA NZ members will attend this event which will bring all sectors of the golfing community together for the first time.

CONGRATULATIONS  
TO  
THE GOLF MANAGERS' ASSOCIATION OF NEW ZEALAND  
CLUB CAR  
2022 CLUB MANAGER OF THE YEAR



ANDREW JACKSON, GENERAL MANAGER, MURIWAI GOLF LINKS

## Our Partners



The Association maintains a very strong working relationship with Dean Murphy the CEO and his team at Golf New Zealand and applaud the world class work they are doing. We always look forward to the rollout of their new initiatives. The continuing increase in membership and playing numbers are ample proof their work is continuing to pay dividends.

Stephen Gee's Club and Golf Workforce Development Manager assistance with the presentation of our BMI educational programme as well as running a regular programme of nationwide networking meetings, workshops, and forums keeps the wider club management community well informed. Despite COVID-19 interruptions we were able to run 2 BMI Courses during the year. Stephen's position is a collaboration between GMA NZ and Golf NZ and is fully funded by Golf NZ, which we are extremely thankful for.



Comprising representatives of NZ Golf, NZ PGA, the Golf Managers Association of NZ, the NZ Golf Course Superintendents Association, the Wholesale Retail Sporting Goods Association and NZ Golf Tourism the Council has now been in operation for 6 years.

The major focus was planning for the Golf Matters Conference set down for August 7-10, 2022, at the new Te Pae Convention Centre in Christchurch. At the time of writing, it looked like being a successful venture with more than 250 registrations received to date.



Our Association continues to enjoy a close working relationship with CMAA. Their contribution to our BMI education programme is enormous and will continue to grow as we move towards our goal of having 20 CMAA BMI qualified managers in NZ.

Unfortunately, COVID-19 restricted any NZ delegates attending the CMAA Dallas 2021 Conference.



We have again worked closely with Golf Management of Australia during the year assisting with their BMI programme and working on joint initiatives. One of those will see 4 NZ students attend the BMI Review and Exam course in Sydney in November 2022.

The GMA's Biennial Conference in Melbourne in June 2022 run in conjunction with the Australian Sports Turf Management Association and from feedback from members was an outstanding success.

## Thank you

Member's subscription fees and sponsorship play a big part in balancing our finances and we appreciate the support of our members, our sponsors and supporters, Power Turf, Club Car, DOTGOLF, John Deere, Club Car, Asahi Beverages, Vero Voting, Office Products Depot, EZGO, Golf Industry Central, On Par and EmploySURE.

Special mention must also be made of our major financial supporter Golf New Zealand.





# Membership Statistics

The Golf Managers Association of New Zealand has continued to work diligently towards meeting the key guidelines set down in the pillars of its strategic plan:

## Membership

## Education

## Advocacy

### Scorecard 2022

#### 1. Membership

Increase membership and support	✓
Promote branch meetings	✓
Develop a support network for managers	✓
Develop a communications plan	✓

#### 2. Education

Market BMI programmes	✓
Maintain close working relationship with CMAA	✓
Develop club management resource templates	✓
Create an online education format	✓

#### 3. Advocacy

Manage Association financial affairs	✓
Meet Board reporting requirements	✓
Meet annual review requirements	✓
Advocate diversity and inclusion amongst member clubs	✓
Maintain key internal and external stakeholder relationships	✓

## Membership as of 30 June 2022

Category	2020	2021	2022
1. Life members	1	2	2
2. Clubs over 1000 members	7	10	19
2. Clubs 0 - 999 members	44	46	47
3. Clubs 0 - 499 members	47	40	38
4. District Associations	7	6	7
5. BMI members	13	12	22
6. Overseas members	1	1	1
7. NZ Golf	13	12	14
8. Associate	3	3	4
9. Sponsors	6	4	6
<b>TOTAL</b>	<b>142</b>	<b>136</b>	<b>160</b>

## Members listing as of June 30, 2022

### Life members

Russell Hill  
Warren Collett CCM

### Members

Sam	Abela	Andrew (AJ)	Jones
Peter	Arndell	Sue	Jury
Richard	Attwood	Jason	Koenigsfeld
Kim	Badger	Ramesh	Lal
Leo	Barber	Grant	Lewis CCM
Giles	Beal	Dylan	Lindstrom
John	Beattie	Hugo	Littlejohn
Andrew	Bell	James	Loughnane
Aiden	Berry	James	Lovegrove
Clare	Beuvink	Kirsty	Lovell
Simon	Boland	Daniele	Lowe

## Membership as of 30 June 2022

Ross	Bond	Jen	Mahoney
Bella	Boston	Neville	Maindonald
Dayne	Bulloch	Sandy	March
Jacob	Cameron	Urville	Martin
Callum	Cameron	Greg	McCalman
David	Campbell	Jade	McGregor
Michelle	Campbell CCM	Scott	Meiklejohn
Phil	Carew	Rory	Moor
Janine	Carson	Cliff	Morgan
Kris	Chamberlain	Dean	Murphy
Lee-Ann	Clark	Richard	Nauck
Warren	Collett CCM	Grant	Nicholas CCM
Georgie	Couch	Alan	Nicholls
Keagan	Dagg	Marcus	Niles
Carry	Dale	Thiem	Nyugen
Tony	Dangerfield	Anthony	O'Brien
Emily	Davidson	Allan	Old
Chris	Davies CCM	Mike	Orloff
James	Devlin	Matthew	Owen
Andrew	Dewhurst	Alex	Page
Shelley	Duncan	Craig	Palmer
Dave	Fabling	Sarah	Pearson
Sue	Falconer	Julie	Perks
Lyn	Farnsworth	Doug	Pollock
Geoff	Foote	Tony	Pothan
Ray	Fyfe	Tonia	Procter
Mike	Gainsford	Graeme	Pullen
Travis	Gawler CCM	Norm	Rapson
Stephen	Gee	Dion	Ratahi

Stacy	Gibb	Peter	Reddin
Annette	Godman	Christine	Rose
Doug	Gordon	Ricky	Scammell
Raj	Goundon	Hana-Rae	Seifert
Stephanie	Grant	Tony	Senior
Matt	Gray	Amy	Sidford
Hennie	Greeff	Hector	Slade
John	Griffin	Aimee	Smith
Rowland	Griffiths	David	Smith
Ruth	Griffiths	Peter	Spiers
Matthew	Guzik	Andy	Stiling
Mike	Hadley	Linda	Swetman
Mike	Hadnett	William	Tan
Irwin	Harvey	Rod	Templeton
Ann	Heap	Mia	Thompson
Heimata	Heather	Des	Topp
David	Herbert	Michelle	Towersey
Todd	Herman	Wayne	Turner
Russell	Hill	Mary	Wano
Warwick	Hill - Rennie	Rhys	Watkins
Cory	Hitchen	Tony	Watkins
Miranda	Hobbs	Mark	Webb
Brian	Howie	Neil	Weber
Richard	Hudson	Steve	Weir
Kevin	Hughes	Richard	White
Andrew	Jackson	Michael	Williams
Bevan	Jackson	Tom	Wilson
Wilson	James	Eric	Woodhead
Dai	Johns	Terry	Yacysen





# PROFIT & LOSS

## YEAR ENDED 30 JUNE 2022

2022

### Trading Income

206.1 - Subscriptions - 2021	27,875.00
206.4 - Subscriptions - Category 4 - District Associations Members	400.00
220 - BMI I Subscription	89.00
221 - BMI II Subscription	16,900.00
225 - BMI Review Course Income	2,550.00
226 - BMI Food & Beverage Management	12,000.00
230 - Sponsorship - General	8,637.29
231 - NZ Golf Support	15,000.00
250 - GMANZ Educational Forums revenue	3,495.73
270 - Interest Income	12.42
282 - GMANZ/NZGCSA Trade exhibitor registration fees	461.25
462 - Executive Recruitment Fees	17,849.20
<b>Total Trading Income</b>	<b>105,269.89</b>

### Gross Profit

105,269.89

### Operating Expenses

399 - ACC	376.12
400 - Advertising	175.00
401 - Website hosting	434.53
402 - Website updates	70.00
404 - Bank Fees	80.13
409 - Accounting	1,600.00
412 - Annual Review	2,500.00
424.1 - Executive recruitment expenses	4,749.82
429 - General Expenses	565.31
430 - IT Expenses	245.27
442 - Licences	4,593.32
449 - Motor Vehicle Expenses	1,056.06
460 - Postage	288.79
461 - Printing & Stationery	1,381.29
473 - Repairs and Maintenance	65.00
477 - Salary	55,272.10
485 - Subscriptions	605.17
489 - Telephone & Internet	1,360.79
493 - Travel - National	14.44

2022

473 - Repairs and Maintenance	65.00
477 - Salary	55,272.10
485 - Subscriptions	605.17
489 - Telephone & Internet	1,360.79
493 - Travel - National	14.44
510 - BMI I Presenters Tutorial fees	500.00
517 - BMI II Tutorial presenters fees	1,750.00
518 - BMI II Tutorial presenters travel expenses	398.65
523 - BMI II Dinner expense	757.39
524 - BMI II Course incidentals	2,188.43
5258 - BMI III Course incidentals	800.00
5271 - BMI Review Course - Incidentals	802.61
5272 - BMI Review Course - Dinner costs	217.39
5281 - BMI F&B Course dinner	1,625.22
5282 - BMI F&B Course incidentals	1,393.67
5285 - BMI F&B Domestic tutorial expenses	2,823.84
530 - Board meetings - travel expenses	2,755.38
532 - Board meetings - incidentals	255.65
535 - GMANZ Educational Forums - Expense	2,095.23
591 - GMANZ/NZGCSA Summit General Expenses	8,725.37
594 - GMANZ/NZGCSA Summit Accom	116.57
<b>Total Operating Expenses</b>	<b>102,638.54</b>
<b>Net Profit</b>	<b>2,631.35</b>

# BALANCE SHEET

## YEAR ENDED 30 JUNE 2022

	30 JUN 2022	30 JUN 2021
<b>Assets</b>		
<b>Bank</b>		
100 - On Call Account	12,903.15	19,081.87
110 - Non-Profit Org A/C	8.68	8.68
<b>Total Bank</b>	<b>12,911.83</b>	<b>19,090.55</b>
<b>Current Assets</b>		
610 - Accounts Receivable	50,060.58	35,666.00
615 - Sundry Debtors	-	5,000.00
620 - Prepayments	6,336.52	2,820.00
<b>Total Current Assets</b>	<b>56,397.10</b>	<b>43,486.00</b>
<b>Total Assets</b>	<b>69,308.93</b>	<b>62,576.55</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
800 - Accounts Payable	9,855.28	12,811.74
802 - Sundry Payable	-	3,900.00
820 - GST	5,299.24	6,494.09
832 - GMA NZ - Northern	1,116.87	1,116.87
835 - GMA NZ BOP branch	524.87	1,424.87
836 - GMA NZ - Central Branch	490.00	550.00
854 - BMI Review Course In Advance	2,100.00	2,100.00
855 - Subs in advance	35,300.00	24,712.00
<b>Total Current Liabilities</b>	<b>54,686.26</b>	<b>53,109.57</b>
<b>Total Liabilities</b>	<b>54,686.26</b>	<b>53,109.57</b>
<b>Net Assets</b>	<b>14,622.67</b>	<b>9,466.98</b>
<b>Equity</b>		
960 - Retained Earnings	9,466.98	(16,281.97)
Current Year Earnings	5,155.69	25,748.95
<b>Total Equity</b>	<b>14,622.67</b>	<b>9,466.98</b>





# 2023 BUDGET

## Trading Income

Conference Income	\$ -
Education Fees	\$ 53,000
Executive Recruitment Fees	\$ 15,000
Forum Income	\$ 2,250
Grants & Sponsorship	\$ 26,000
Miscellaneous Income	\$ 10
Subscriptions	\$ 43,950
<b>Total Trading Income</b>	<b>\$ 140,210</b>

## Gross Profit

**\$ 140,210**

## Operating Expenses

Administration	\$ 31,420
Board & Staff Costs	\$ 75,456
Conference Expenses	\$ -
Educational Expenses	\$ 17,000
Forum Expenses	\$ 2,100
Marketing	\$ 420
Miscellaneous Expenses	\$ -
<b>Total Operating Expenses</b>	<b>\$ 126,396</b>

## Net Profit

**\$ 13,814**



## 2023 CASHFLOW

### Cash Flows from Operating Activities

#### Cash Received From:

Fees, Subscriptions and Other

\$ 43,950

Receipts from providing goods or services

\$ 96,250

Other Sources

\$ 10

#### Cash was applied to:

Payments to suppliers and employees

\$ 126,396

### Net Cash Flows from Operating Activities

**\$ 13,814**

### Net Increase / (Decrease) in Cash

\$ 13,814

Opening Cash

\$ 12,912

Closing Cash

\$ 26,726

### This is represented by:

Bank Accounts and Cash

\$ 26,726





# Executive Board



**Matt Owen | Northern Branch Representative**

Matt is the General Manager of Pupuke Golf Club and has served on our board for two years. Matt has a career that has spanned here and South Africa both corporate and golf. Matt is studying towards Certified Club Manager accreditation and holds the Membership Portfolio on the board.



**Travis Gawler | Waikato Branch Representative**

Travis is the General Manager of Hamilton Golf Club and has served on our board for two years. Travis has a distinguished corporate career, as well as experience in the golf industry. Travis is a Certified Club Manager and serves on the Education Committee for GMA.



**Amy Sidford | Central Branch Representative**

Amy is the General Manager of Boulcott's Farm Heritage Golf Club and has served on our board for two years. Amy has been in the golf industry for over 20 years and brings a wealth of experience to our board. Amy is studying towards Certified Club Manager accreditation and holds the Strategy Portfolio.



**Mike Williams | Bay of Plenty Branch Representative**

Mike is the General Manager of Mount Maunganui Golf Club. Mike's background started in squash before he moved into the golf world 11 years ago. Mike has served on the board for two years and holds the Marketing and Social Media portfolio for the board.



**Shelley Duncan | Southern South Island Branch Representative**

Shelley is the General Manager of Otago Golf Club and has served on our board for one year. Shelley is a PGA member and been an active member of the industry for over 20 years. From the tour, to the shop, and now in the executive offices Shelley knows the industry like few others.



**Vacant | Northern South Island Branch Representative**

Vacant - this could be you. Are you passionate about our industry? Work as a manager in the Northern South Island? Member of GMA? Then we want you.



**Matt Guzik | Independent Representative**

Matt is the General Manager of Tara Iti Golf Club. Matt has a golfing pedigree like few others with over 30 years in the industry working at some of the best clubs in the world. Matt is a Certified Club Manager and the only Certified Club Executive outside of the States. Matt serves on the Education Committee.



**Richard Nauck | Independent Representative & Board Chair**

Richard is the General Manager of Titirangi Golf Club. Richard has worked as an executive in both corporate and the golf industry here and in the US. He is a qualified PGA professional and will complete his Certified Club Manager accreditation this year. He holds the Governance and Finance Portfolios.





**Minutes of Annual General Meeting  
10.30am Thursday 28, October 2021**

**Online by Zoom**

Chris Davies (President in the chair) opened the meeting and welcomed those online.

**Present:**

55 Financial Members Present – Quorum achieved

**Apologies were received from**

Ross	Bond	Shandon	Golf Club
Sue	Jury	Omaha	Golf Club
Grant	Nicholas CCM	Remuera	Golf Club
Norm	Rapson	Palmerston North	Golf Club
Rod	Templeton	<u>Waitikiri</u>	Golf Club
Eric	Woodhead	Waiheke	Golf Club

*Moved Chris Davies/ Ian Litchfield that apologies be accepted. Passed unanimously.*

**Confirmation of Minutes:**

Minutes from the previous AGM held on October 13, 2020 at the Pakuranga Golf Club and by ZOOM, were circulated and taken as read.

*Moved Chris Davies/Andrew Jackson that the minutes are a true and correct record of the meeting. Passed unanimously.*

**Matters arising: Nil**

*Moved Ian Litchfield/Richard Nauck that the minutes be accepted. Passed unanimously.*

**President's Report 2019:**

Chris Davies referred to his 2020/2021 report and asked that it be taken as read.

- Pleasing financial report on the back of increased number of BMI courses run
- COVID-19 is not going to go away – we need to plan accordingly
- Association activities disrupted by lockdown causing event and meeting postponement
- Highlights
  - Warren Collett's election as a Life Member of the Association
  - Warren Collett and Matt Guzik being awarded joint 2020/2021 Club Manager of the Year
- BMI Education programme going from strength to strength with increased numbers enrolling in the programme
- 2021 Combined GMA/NZ Golf Course Superintendents Summit, a first in the world with the two Associations working together as one, was an outstanding success
- Valuable relationships maintained - Dean Murphy and the team at NZ Golf, Jeff Morgan, Jason Koenigsfeld and the team at CMAA, Paul Vardy and the team at GMA.

Sincere votes of thanks for their efforts were offered to:

- NZ Golf – Dean Murphy
- The GMANZ Board and members for their support and attendance during the year
- Retiring board members Ross Bond, Ian Litchfield CCM, Michelle Campbell CCM for their efforts of service
- Des Topp as Executive Officer
- Our sponsors. NZ Golf, Power Turf, Dot Golf, John Deere, Asahi, Parkland Products, EZGO, Office Products Depot.

*Adoption of President's and Financial report: Moved Chris Davies/Neville Bamford. Seconded. Passed unanimously.*

Life Member Warren Collett added acknowledgement of the work that the retiring board members Ross Bond, Ian Litchfield CCM, Michelle Campbell done collectively over a number of years and made special mention of Chris Davies, the retiring President, for his drive and determination in implementing the BMI Education Programme in New Zealand and his work on the executive for the last 11 years.

#### **Executive Officers report:**

Des Topp indicated the pandemic will present many challenges that will demand constant business reassessment and planning. Issues forecast included

- Timetables disrupted
- Numerous event postponements
- Increased H&S security
- Implementation of Vaccine Passports will be an added financial burden to clubs
- Golf clubs will continue to be perceived to be a safe environment
- Gives rise to continued membership and fully vaxed green fee income growth.
- Sales will rebound as our borders open to international tourists.
- Monitoring Vaccination passports will come at a cost as extra manpower will be needed.

Members were asked to address the issues that arise collectively and work together as a team and were reminded to use the GMA support network where necessary.

Des welcomed the new members to the executive and he looks forward to working with them.

Des acknowledged the financial support of Golf NZ and the work of Stephen Gee in the education space.

#### **Constitution:**

Chris Davies moved, seconded Ian Litchfield CCM the following amendments to the Constitution and requested that the Constitution and Rules of the Association be amended by making the changes highlighted below be passed en bloc.

## **4.0 Objects**

**New wording in bold**

The objects of the Association are:

- (a) To establish and maintain contact between all Members for the purpose of increasing the Members' knowledge of golf club administration and management
- (b) **To provide quality service and delivery of activities, advocacy, and club management opportunities in New Zealand.**
- (c) **To have more members accessing our multi-level support offerings more often.**
- (d) To encourage close co-operation, understanding, and initial assistance by the communication of information to Members.
- (e) **To arrange for meetings, forums, and biennial conferences of Members to be held on a regular regional and national basis.**
- (f) To formulate policy on such matters as the Association deems proper.
- (g) **To liaise with kindred organisations in overseas countries, particularly, with the Club Management Association of America and Golf Management Australia.**
- (h) To facilitate the further formal education of Members to enable them to be more proficient in their work.

## Clause 6

### 6.0 Affiliated Branches

#### **New wording in bold**

The Executive shall encourage Members to hold regular meetings of Members within their regional areas. These areas may be of any size that enables Members to meet together without excessive travel or cost to the Members.

The Executive shall authorize the Members in Districts to form Affiliated Branches to enable those Members to arrange their own activities. There shall not be more than **six** Affiliated Branches. The Branches shall be named "Golf Managers Association of New Zealand Incorporated ..... Branch."

These branches may organize their own affairs within the following guidelines:

1. Activities of the Branch should only be made available to those Persons who are Members of this Association.
2. The Branch shall encourage eligible Persons to join the Association.
3. A Branch shall be responsible for its own finances.
4. This Association shall have no legal liability in respect of any activity undertaken by a Branch, including financial liability.
5. The Branches shall elect representatives to form the Executive of this Association **annually.**
6. **Voting for branch representatives will be in accordance with Clause 7 and only members of said branches will be entitled to vote for the representative of that branch.**

## Clause 8 Executive

#### **New wording in bold**

The governing body of the Association shall be an Executive.

1. The Executive shall consist of up to **eight (8) members**, shall be made up of one elected representative of each of the following branches and strive to include at least two women.
  - Northern branch
  - Waikato branch
  - Bay of Plenty branch
  - Central branch
  - Northern South Island branch
  - Southern South Island branch

**Plus, two (2) independent directors appointed at each Annual General Meeting.**

If there are less than **eight (8)** Members appointed by Branches, Ordinary Members may be elected to the vacancies by the Members present at the Annual General Meeting.

2. The term of office for the Executive shall be two years, commencing from the conclusion of an Annual General Meeting until the conclusion of the Annual General Meeting two years later. Any retiring Executive shall be eligible for reappointment.
3. The Executive shall elect from among its Members a **Chairperson**.
4. The Executive may appoint an Executive Officer of the Association.
5. The Executive Officer will be the Secretary of the Association.
6. The registered office of the Association will be the address of the Executive Officer.

## **9.0 Powers and Duties of the Executive**

### **New wording in bold**

Add in new sub clause 10.

10. The Executive shall set subscriptions.

## **12.0 Annual General Meetings**

### **New wording in bold**

1. An Annual General Meeting of Members must be held in each calendar year and must be held prior to 31 October each year.
2. The business to be conducted at the Annual General Meeting shall include:
  - a) Consideration of the Annual Report of the Executive.
  - b) Consideration of the annual Statement of Income and Expenditure of the Association.
  - c) Election of Members to fill any vacancies on the Executive **being Branch representatives and ordinary members**
  - d) **General Business.**

## **13.0 Subscriptions and Finance**

### **New wording in bold**

1. The financial year of the Association shall end on 30 June each year.
2. The Association year shall be deemed to commence on the first day of July in each year and an annual subscription shall entitle a member to the privileges of the Association for his or her membership until the last day of June next following.
3. Annual Subscriptions shall be set by the Executive.

The changes to the Constitution were adopted unanimously by a show of hands.

### **Election of Officers**

The Golf Managers Association of New Zealand (GMA) Executive Board comprises SEVEN (7) ordinary members including FIVE (5) representatives appointed by their branches.

Appointed:

- Northern Branch- Auckland/North Harbour/Northland – Ian Litchfield CCM – Pukekohe GC,
- Bay of Plenty/Waikato Branch –Michael Williams Mt Maunganui GC,
- Central Branch – Ross Bond – Shandon GC,
- Northern South Island Branch –Neville Bamford – Harewood GC.
- Southern South Island Branch – Shelley Duncan PGA Professional– Otago GC.

Ross Bond has indicated a wish to retire from the Executive after 8 years of service.

Ian Litchfield retires as General Manager Pukekohe Golf Club effective 31 January 31, 2022, and has indicated a wish to retire from the Executive after 5 years of Service.

Two independent representatives appointed at the 2019 GMA Annual General Meeting

Chris Davies – Remuera GC and Michelle Campbell CCM Hastings GC have indicated a wish to retire from the Executive after 11 years and 4 years' service respectively.

Four nominations were received by due date from:

- Amy Sidford – GM Boulcott's Heritage Farm GC – Central Branch representative
- Matthew Owen – GM Pupuke GC – Northern Branch representative
- Richard Nauck – GM Titirangi GC – Independent representative
- Chris Wilson – GM Manawatu GC- Independent representative

As there were no other nominations Amy, Matthew Richard and Chris were duly elected to the executive for 2022/2023.

The vacancy for new Waikato Branch representative, created by a change to the constitution, will be filled by the executive in the New Year

### **General business:**

Nil

Meeting closed 10.54am.

Signed as a true and correct record of the meeting:

Chris Davies

Chairman

Date: November 9, 2021

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