

## Juniper Hill Ladies Day Golf League Joint Leagues Committee Report

***\* The Joint Leagues Committee was introduced and approved by the Juniper Hill Ladies Day Golf League at our organizational meeting on March 25. (It was approved the next day, March 26, by the Late Swingers Golf League.)***

### **Initial Organization**

At the September 2008 meeting, the Special Events Committee of the Late Swingers Ladies Golf League proposed that the Ladies Club Championship be removed from the responsibility of their committee and be placed under the supervision of a committee serving both leagues. Since this committee was being proposed, it was mentioned that this committee should also oversee the Juniper Hill Ladies Alliance Web site responsibilities and any other cross league activities. This proposal was announced and approved at the October 1, 2008, meeting of the Juniper Hill Ladies Day Golf League.

As the current administrators of the two ladies' leagues, Aggie Hampton and Michele Brown worked together to set the parameters of the new joint committee. It was determined that the official charge of the committee would be to coordinate all golf activities or issues that concern or cross over both ladies' golf leagues at Juniper Hills Golf Course. These activities include, but are not limited to, the Ladies Club Championship, the Saturday ladies' tournaments, and the Web site. It was also determined that this committee will consist of four (4) members and the administrator of the Late Swingers Golf League and four (4) members and the administrator of the Wednesday Ladies' Day Golf League for a total of ten (10) members.

On January 15, 2009, volunteers were solicited from both leagues to serve on this committee. After follow-up emails, those agreeing to serve were:

Joyce Blackwell - Wed  
Michele Brown - Thurs Adm  
Aggie Hampton - Wed Adm  
Charlotte Nelson - Wed  
Carol Payton - Thurs

Charlotte Pyles - Thurs  
Sandra Shelton - Thurs  
Judy Trigg - Wed  
Glenda Waldrip - Wed  
Trina Roberts - Thurs

The committee initially convened on Friday, March 6, 2009. It was agreed that the name would be Joint Leagues Committee (JLC) and that Joyce Blackwell and Sandra Shelton would serve as co-chairs of the JLC, and Susan Goins would be asked to serve as treasurer.

### **New Handicap Issue**

At the first meeting, Michele Brown reported that on March 4, 2009, Raymond Casey of the Juniper Hill Men's Association approached her with news that the men's association would like the women to maintain their own handicaps. He provided her with a copy of the KGA software.

After the JLC meeting on March 6, Aggie Hampton and Michele Brown met with Jim Beirne and Raymond Casey to determine exactly what was expected from the women. They explained that the men had 180+ members and the women had 180+ members making it difficult for them to maintain. Raymond also stated that he had been to a training sponsored by the Kentucky Golf Association where he learned that he could share the software and separate the men from the women in the database. The men thought it would be better for everyone involved.

After that meeting Aggie contacted Patsy Fitzpatrick with the KGA to determine the requirements we would face in order to maintain our own handicaps. Ms. Fitzgerald indicated she had discussed the issue with Raymond and approved of the move since the ladies group at Juniper Hill was as large as most men's groups in the state. She explained that the transition should be easy.

Other members of the JLC researched the costs associated with maintaining our own handicaps including the computer, printer, handicap labels, printer ink and paper, internet connection, and phone connection for transmitting updates. The objective was to get donations where possible.

On Monday, March 9, the JLC met again at which time Michele and Aggie officially reported on the meeting with the men's association. The JLC discussed the options and determined that the Juniper Hill women should proceed with setting up our own handicap maintenance system.

Since Ms. Fitzpatrick had informed us that the software required Windows XP or Vista, we began the search for a refurbished or free computer. We also researched buying from E-Bay and Internet outlets, but because of shipping and return policies, it was determined that buying locally would be a better option. Therefore, on March 11<sup>th</sup> Sandra Shelton volunteered to purchase a CPU for \$298 + tax, deferring reimbursement until funds were available. Jim Beirne provided a monitor, keyboard and mouse.

On March 12, 2009, Joyce Blackwell and Sandra Shelton established our group as a "non-profit" organization, acquired the necessary EIN number and opened a checking account at the Commonwealth Credit Union. The official name of the organization is "Juniper Hill Ladies Leagues." The checking account requires two signatures on checks, and we set up three individuals as authorized signers - Susan Goins, Sandra Shelton and Joyce Blackwell.

Also on March 12, 2009, the cable from the router to the pro shop was run so our new computer could connect to the internet. The next day, March 13, internet connectivity was established and the GHIN software was installed. The KGA notified us that we were ready to receive our initial database for the women. Patsy Fitzpatrick explained to Michele what our responsibilities were now that we were a separate club. She advised we would operate under the men's association agreement/license, but would be assigned our own club number and would do separate transmissions of handicap information.

The JLC met again on March 16, 2009. Updates on the handicap project were provided. The Saturday Ladies' tournament schedule was discussed and set. The schedule follows that of the men's schedule, but most events are using a different format. We also discussed using a portion of weekend tournament fees for ongoing operational expenses. We discussed Ladies Club prizes, specifically potential alternatives to crystal. Charlotte Nelson volunteered to look through some catalogs for prize ideas. We discussed the budget for the remainder of the year and projected expenses for following years. (See last page for budget summary.)

The Men's Association has historically charged \$2 per person as part of the handicap fee for their operational expenses. The JLC agreed that to cover this year's startup costs we would need \$5 per member - hopefully for this year only. Therefore, it was agreed that the handicap fees would be set at \$22 (\$17 for the KGA and \$5 maintenance fee).

The committee discussed the need to have a "cushion" in the budget should we have any equipment failures.

Ideally, a second computer is desired so a score-entry-only computer is available to the general public and we could secure the server in a locked room to fully protect the system from unauthorized tampering. We will continue to seek donations for this second computer.

On March 20, 2009, the GHIN setup was completed and KGA transmitted our initial database. KGA advised us of the handicap fee billing process: In April, the first invoice will be sent that will bill us for approximately 50 handicaps (roughly 1/3 of last year's membership). By May 4, all members that are activated on our database will be considered as those for whom payment is expected, thus it is strongly recommended we only activate as members pay their fees. Mid-May, we will get our second invoice for all activated records above the initial 50 billed for in April. After that, we are billed for actual activations.

### **Other Business**

On March 30, 2009, the JLC met and received status updates on the handicap project. Potential fundraisers were discussed including: "Golf Yard Sale" (golf-related items that members no longer want/need would be donated and then sold); joint scramble fundraiser with the men (this has been set for May 22).

The Saturday tournament schedule was reviewed and approved. The JLC voted to use 25% of entry fees for operational expenses and 75% for prizes. We named coordinators for each event. The coordinators will be responsible for: having scorecards made available (if necessary), determining winners of the event, making out gift certificates for winners and sending winners information to the State Journal for publication and also sending to Michele Brown for posting on the Web site.

On April 6, 2009, the JLC met to continue discussions about the Ladies Club tournament. Shirley Rodgers, last year's Special Events/Tournaments Chair, was in attendance to turn over the records from the past Ladies Club tournaments to assist us in budget planning. Donna Marlin was also in attendance.

Shirley and Donna had questions for the committee regarding the handicap maintenance, how that impacts our organization and our obligations to KGA. The committee reported that as yet, neither league's funds had been used for any purchases. As this is a new venture, the committee stressed we are taking baby steps toward a long-range goal.

More discussion on Ladies Club then followed. The men have advised us we won't be getting the usual \$1000 donation from them for the tournament. Joyce Blackwell is going to seek sponsorship from Commonwealth Credit Union. Based on the outcome, we may need to seek assistance from other businesses. It was suggested we ask Kirk if one of his clothing vendors would like to pay a fee to set up a booth during Ladies Club and sell ladies merchandise. Committee members are going to seek food/snack donations.

The number of flights and number of winners in each flight will be closely reviewed. The rule of thumb is one prize per every four players.

A joint league meeting has been scheduled for April 16<sup>th</sup> at 5:00pm. Donna Marlin, Michele Brown, Audie Rodgers and Barbara Reynolds have all agreed to be on the initial Handicap Sub-Committee with Juniper Hill Professional Kirk Schooley. The Handicap Sub-Committee will meet in the next few days.

## Joint Leagues Committee Budget Information

### April 16, 2009

The following expenses have been incurred by the Joint Leagues Committee.

Item	Expense	Type	Frequency	Notes
CPU	\$315.88	Actual	One-time	The Committee will ask that Sandra Shelton be reimbursed.
Printer	Free	Actual	One-time	For reports and pairings. Donated by Bill Bell
Label Printer	Free	Actual	One-time	Purchased new for \$110 and donated by Judy Trigg
Handicap Labels	Free	Actual	Yearly	Provided free by the KGA
Printer Ink Cartridges	\$50	Estimated	Yearly	This figure is based on the ink used by the Men's Association each year. NOTE: a 3-pack of cartridges was purchased for \$102 by Aggie Hampton. She is waiting until later in the year to see our financial situation before requesting reimbursement. If funds are exceptionally tight, the ink will be considered a donation and no reimbursement required.
Paper (for reports and pairings)	\$15 *Free for this year	Estimated	Yearly	Bill Bell has donated paper for this year and will try to do the same next year for the men and women.
Internet/phone connection	\$30	Estimated	Monthly	J. L. Soyars, treasurer for the JH Men's Association, estimated this total expense at \$60 per month. We will pay one-half of that cost - or \$30 per month. They have agreed to let us pay monthly, quarterly or semi-annually, whichever works best for our organization.
Annual Club Fee	\$40	Actual	Yearly	Paid yearly at the KGA
Virus Protection	\$40	Actual	Yearly	
Surge Protector	Free	Actual	One time	Donated by Michele Brown
CDs	Free	Actual	Every 5 years	Donated by Michele Brown. To be used for back-up of software, reports, etc. (KGA maintains backups of the GHIN database, but we are backing up weekly as well.)