

**ZONE 4 WOMEN'S COMMITTEE**  
**Captains' & Vice-Captains' Spring Meeting**  
Thursday March 23 10 am  
Riverway Golf Course, 9001 Bill Fox Way, Burnaby

**Minutes**

<b>Executive Present:</b> Brenda Burroughs, Chair (Chair) Leslie Dobie, Team 3 Chair Joanne Dorman, Business Women Chair Ying He, Team 2 Chair Jessie Horner, Vice Chair (Minutes) Holly Horwood, Zone 3-4 Coordinator Gail Lichty, Treasurer Moirra Milligan, Rules Chair Lily Ravelo, Handicap Chair Sherry Work, Webmaster	<b>Regrets (Executive):</b> Virginia Lam, Secretary Karen Pultz, Zone 2-3 Team 1 Chair Ezzabella Hernandez, Zone 2-3 Junior Chair (incoming) Stephanie Wong, Zone 2-3 Junior Chair (outgoing)  <b>Regrets (Members):</b> Bowen Island Point Grey Richmond Squamish
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1. The meeting was called to order at 10:00 by Brenda Burroughs (Chair) who welcomed everyone.
2. Notice of meeting and quorum were established.
3. The Executive were introduced.
4. The agenda was approved.
5. Minutes of the Fall Annual General Meeting of Captain's & Vice-Captain's Meeting of Oct 27, 2022 were approved as circulated.
6. Correspondence:
  - a. BC Golf House sent its acknowledgment and thanks for the donations received from Zone 4 in tribute to past Zone 4 Executive members, Ann Warrender and Fyfe Brown. Each donation was \$100. It was noted that Isabel Brown a long-time member and contributor to the Zone had also passed away.
  - b. Brenda sent out a newsletter to Captains and Vice-Captains.
  - c. Mylora wrote requesting that we have our general meetings moved forward so that they occurred before clubs held their opening meetings. This has been done.
  - d. Information was received from BC Golf that it was expanding its women's golf series.

- e. Information was received from BC Golf that it has established a training fund that would give grants up to \$500 for a series of lessons for junior girls or beginning women golfers. The requirements include that the lessons be taught by an LPGA pro. Each series would be limited to 10 participants.

## 7. Executive Reports

- a. Jessie Horner, Vice Chair reported that she has attended Executive meetings, Zone 3 & 4 Co-ordinators Meetings and a meeting with Brenda and Sherry on the Team schedule, helping out where she could. She was impressed by the work everyone was doing, and she has gained an appreciation for how complicated the Team scheduling is. She undertook to revise and update the Team Manual and with the help of Moira on rule changes this has been completed.
- b. Gail Lichty, Treasurer spoke to the budget which had been sent out earlier. The Zone has reinstated the \$4 levy for members. Payment is due by May 1 and must be paid for a club's members to participate in zone events. Our income is from the levy and a grant from BC Golf. Tournaments are generally break even.

Susan Haddad moved that the report be adopted. Joanne Dorman seconded.

**Motion carried.**

Margaret Johnson moved that the Financial Statement of March 19 be approved. Holly Horwood seconded.

**Motion carried.**

Members were reminded to use our Zone 4 website for BC Pin Rounds, Dorothy Franklin Tournament and Beat the Champ events, and that payment for all three competitions is due July 31. Payment should be made to the Zone 4 Women.

It was noted that Golf Canada no longer sponsors a pin competition.

**TO DO: Gail to follow up with info to captains regarding payment of these fees. Done.**

**TO DO: Executive, update Captain's Manual to accurately reflect current practice and remove reference to Golf Canada pin rounds.**

- c. Moira Milligan, Rules Chair, reported that the winter season had been very busy for her, taking webinars concerning the latest changes to the rules and also the national Level 3 webinars, in preparation to take her national exams. There will be a RULES SEMINAR on April 28 at Langara Clubhouse. Registration is limited to 48 people.
- d. Lily Ravelo, Handicap Chair, reported a quiet year so far. The only rule change affecting handicaps is the change making the Committee responsible to ensure a

player's correct handicap is used and net score calculated properly. Discussion of HCP rules will be included in the April 28 seminar. Lily has a few HCP manuals available if anyone would like one. A question was raised as to the max HCP for pin rounds and the other Zone competitions. It was pointed out that the BC Golf Manual needs updating. The manual will be updated to state a maximum HCP of 54 may be used, in line with 2019 Golf Canada changes.

- e. Holly Horwood, Zone 3/4 Coordinator reported on the events that are being co-ordinated between Zone 3 and 4—this year all our events. The search for courses begins in late fall. The schedule is now complete and posted for both adults and juniors. She pointed out that the winners and first runners-up from our Amateur/Senior event go to the Provincial level of competition.

**TO DO: Captains are asked to check the website and advertise these events.**

- f. Joanne Dorman, Chair Business Women reported that 6 clubs now play team in the BW division: Fraserview, McCleery, Surrey, The Links, Tsawwassen Springs and University. The BW tournament is on Aug 13 and is being organized by McCleery but will be held at Langara as McCleery clubhouse not large enough to accommodate all the golfers.
- g. Stephanie Wong and Ezzabella Hernandez, Junior Chairs, no report. It was noted that they have a championship in May and then go to Provincials and possibly on to Nationals. There are some exciting juniors coming up.
- h. Karen Pultz, Team 1 Chair, no report.
- i. Ying He, Team 2 Chair reports nine clubs playing Team 2 with two new team captains.
- j. Leslie Dobie, Team 3 Chair noted the team schedule had to be revised. Encouraged people to communicate any changes promptly to ease the scheduling issues that arise when changes occur.
- k. Sherry Work, Webmaster. Sherry explained that she does our website, also the sites for the Zone 4 men and Zone 3 women. All have been updated. Sherry will include tournament info from related groups, for example, info on the 55 Plus games is on our website. Zone 3 women and a group called "Ladies Tees" need to send in their updated info. Sherry explained that she also does the team schedule and that it has been on a five-year rotation. It is challenging as she needs to co-ordinate times within a team level and also across team levels to ensure that no one club has all three of its teams playing at home or playing away on the same day. It was more difficult this year as a Team 1 team withdrew late and a new Team 2 came in. It was pointed out that the Manual asks Teams to apply to join by Sept 5, and teams announcing withdrawal to do so by Sept 15.

**TO DO: Executive: review the dates for joining and withdrawing. Should they be the same?**

- I. Brenda Burroughs (Chair). Brenda announced the members of the Nominating Committee for 2024: Vancouver Club, Vancouver Chinese Ladies and Beach Grove. All positions are for a two-year term except Chair. Normally a person serves as Vice Chair, then Chair, then Past Chair, so effectively serves a six year term.

Virginia Lam has agreed to become Secretary for 2023-2025.

Gail Lichty has announced her intention to resign as Treasurer. She will be sorely missed thanks to her work as Treasurer but also for the historical knowledge she provides thanks to her long-standing involvement with the Zone and. Hers is the only position that will have to be filled for 2024.

Brenda reported that all clubs are finding it difficult to get people willing to serve on their executive, especially in Zone 3. That said, collaboration with Val Barker who has just come on as chair of Zone 3 has been very strong and positive.

Brenda also reported as representative to BC Golf Council. Two meetings to be held the week following our meeting to review changes to Golf Canada structure and amendments to BC Golf bylaws as well as the zone agreements which determine the amount of the grant BC Golf provides to the zones.

Lynn Munz moved to accept the executive reports, seconded by Wendy Canton.

**Motion carried**

## 8. New Business

- a. Update to Team Manual and Rules now referred to as Zone 3 and Zone 4 Interclub Team Match Play Manual was presented by Jessie Horner and Moira Milligan. The update was well received, but a question arose during the presentation as to whether a team captain can be guaranteed to play with her team. In at least one club, the team captain will always join her team, playing in HCP order within the team, but she may not have played for that team except that she was its captain.

**TO DO: Jessie, Sherry: post final document on website. Done.**

**TO DO: Executive Zone 3 and 4: Clarify the procedure for creating the draw. Can a team captain play with her team (in HCP order) even if she would not necessarily play with that team if strict HCP index order across a club's team was observed?**

9. Date of next meeting: 2023 Fall Captains' & Vice Captains' Meeting Thursday Oct 19 Greenacres.

10. Meeting adjourned at 11.17 followed by an excellent lunch!



# **Zone 4 Women's Committee Spring Captains' Meeting 2023**

## Treasurer's Report – Gail Lichty

Copies of our draft Budget for 2023 and current Financial Statement were sent out via email. Hopefully you have had a chance to review the details.

In the fall we had decided to reinstate the Zone Levy for 2023 to \$4.00 and on March 12 the invoices were sent out to the Captains and Treasurers for each club. Just a reminder that payment is due by May 1, 2023 to enable your members to qualify to participate in zone events.

The zone levy is the one constant income we have from the clubs; all other items are depended upon members' participation in events and the grant from BC Golf.

As usual, the biggest expenses will be the tournaments. Right now we have estimated the income to cover the costs, but this will really depend on the number of entries. Overall we anticipate a slight deficit, but we can cover that with our current balance of funds.

Our financial position is secure and should be maintained to cover zone activities in the event of issues with income sources.

Are there any questions about our finances?

At this time, we need a motion to adopt the Zone 4 Women's Committee Budget for 2023.

Also, now we need a motion to accept the Financial Statement for March 19, 2023.

As there are usually new Captains and Vice Captains each season, I will now take a moment to review the BC Golf Programs managed by the Zone. These are the BC Pin Round Competition, Dorothy Olive Franklin Memorial Tournament, and Beat the Champ Competition. All the information you need is on our website under Women's Programs on the Captains Info tab. Payment for entry into all three of these competitions is due by July 31. The results for the Dorothy Olive Franklin Memorial Tournament and Beat the Champ Competition should be submitted by July 31 and the BC Pin Round results should be sent in by September 15. All payments and entries should be sent to Zone 4 as directed on the documents. Do not use the forms on the BC Golf website and do not send the entries to BC Golf. The winner for our zone will be sent in to BC Golf for comparing to other zone entries.

Thank you for listening.

Respectfully submitted,  
Gail Lichty,  
Treasurer, Zone 4 Women's Committee  
March 23, 2023

**British Columbia Golf - Zone 4 Women's Committee**  
**2023 Draft Budget**  
**March 3, 2023**

	<b>2023 Budget</b>	<b>2022 Actual</b>	
<b>1</b>	<b><u>Income/Receipts-</u></b>		
<b>2</b>	Levies from Membership - 3626 @ \$4.00 per member	7,252.00	7,116.00
<b>3</b>	British Columbia Golf Grant	2,600.00	2,601.70
<b>4</b>	Pin Receipts (incl. postage)	800.00	696.34
<b>5</b>	Tournament-Zone 3&4 Amateur/Senior (Zone 4 hosting 2022)	9,300.00	11,087.00
<b>6</b>	Zone 4 Senior Women's Open (2022)	-	3,905.00
<b>7</b>	Zone 3&4 Partner Best Ball (Zone 4 hosting 2023)	16,000.00	-
<b>8</b>	Zone 3&4 Senior Classic (2023)		
<b>9</b>	Luncheon fees	-	30.00
<b>10</b>	Seminar Fees	200.00	186.00
<b>11</b>	Dorothy Olive Franklin entry fees	1,200.00	1,166.00
<b>12</b>	Beat the Champ entry fees	350.00	375.40
<b>13</b>	PIN Round fees	1,400.00	1,446.00
<b>14</b>	Bank Interest & exchange	-	34.79
<b>15</b>	Miscellaneous	-	
<b>16</b>	<b>Total Income</b>	<b>\$ 39,102.00</b>	<b>\$ 28,644.23</b>
<b>17</b>			
<b>18</b>	<b><u>Expenses/Disbursements</u></b>		
<b>19</b>	<b>Membership services</b>		
<b>20</b>	Spring & Fall Captains Meetings	5,400.00	6,187.43
<b>21</b>	Seminars (Rules/Handicap/Team)	500.00	112.92
<b>22</b>	Pin Orders	500.00	428.40
<b>23</b>	Dorothy Olive Franklin fees to British Columbia Golf	1,200.00	1,166.00
<b>24</b>	Beat the Champ fees to Junior Girls	350.00	375.40
<b>25</b>	PIN Round fees to British Columbia Golf	1,400.00	1,446.00
<b>26</b>	Team Trophy Engraving/Keepers	200.00	58.81
<b>27</b>	Tournament-Zone 3&4 Amateur/Senior (Zone 4 hosting 2022)	9,195.50	9,937.41
<b>28</b>	Zone 4 Senior Women's Open	-	
<b>29</b>	Zone 3&4 Partner Best Ball (Zone 4 hosting 2023)	14,400.00	
<b>30</b>	Zone 3&4 Senior Classic (2023)	-	-
<b>31</b>	Subsidy for Zone 4 Amateur & Senior Champions @ Provincials	2,000.00	2,000.00
<b>32</b>	Tournament fees refunded	-	5,060.00
<b>33</b>	<b>Operating expenses</b>		
<b>34</b>	Zone 4 Executive (Meetings, etc)	250.00	123.20
<b>35</b>	Transportation & Accommodation	1,000.00	816.30
<b>36</b>	Postage, Supplies, Printing, Cartridges	450.00	429.53
<b>37</b>	Zone 3&4 Committee Funding	-	
<b>38</b>	Subsidy for Zone 3/4 Business Women's Tournament	500.00	500.00
<b>39</b>	Banking (e-transfer paymnt charges)	18.00	23.40
<b>40</b>	Website upgrade & development	-	
<b>41</b>	Security/Software/Accessories	100.00	112.00
<b>42</b>	Bogey Golf Update (computer program for tournaments)	26.75	26.75
<b>43</b>	Retiring Executive & Volunteer recognition	225.00	170.78
<b>44</b>	BC Golf House Society	750.00	500.00
<b>45</b>	Donations	200.00	200.00
<b>46</b>	Juniors share of BC Golf Grant	1,200.00	800.00
<b>47</b>	Expenses - Miscellaneous	500.00	493.20
<b>48</b>			
<b>49</b>	<b>Total Expenses</b>	<b>\$ 40,365.25</b>	<b>\$ 30,967.53</b>
<b>50</b>			
<b>51</b>	<b>Zone 4 Profit/Loss</b>	<b>-\$ 1,263.25</b>	<b>-\$ 2,323.30</b>

# British Columbia Golf - Zone 4 Women's Committee

## Financial Position March 19 2023

### October 31 2022 to March 19 2023

	<b>Balance carried forward from 2022 season</b>	\$ 41,908.61	
	Chequing account	\$31,686.60	
	Savings account	\$10,222.01	
<b><u>Income</u></b>			
	Membership fees (Levy)	\$ 1,516.00	
	BC Grant	\$ 801.70	
	Pins	\$ -	
	Tournaments (net)	\$ 3,864.00	
	Competitions & Seminars	\$ 60.00	
	Interest	\$ 64.08	
	Total Income	<b>\$ 6,305.78</b>	
	<b>Total Assets</b>		<b>\$ 48,214.39</b>
<b><u>Expenses</u></b>			
	<b><u>Actual</u></b>		
	Captains' Meetings	\$ 775.00	
	Pins	\$ -	
	Competitions & Seminars	\$ 12.00	
	Tournaments	\$ 700.00	
	Subsidies	\$ -	
	Transportation & Executive meetings	\$ 151.63	
	Postage, supplies, stationery	\$ -	
	Computer (incl Zoom & Bogey Golf)	\$ 78.40	
	Donations & Volunteer Recognition	\$ 100.00	
	Bank charges	\$1.80	
	Transfer to Junior Account	\$3,021.80	
	Miscellaneous	\$ 159.79	
	Total Expenses	<b>\$ 5,000.42</b>	
	<b>Total Deductions</b>		<b>\$ 5,000.42</b>
	<b>Bank balance as of March 19 2023</b>		<b>\$ 43,213.97</b>



## **Rules Chair Report**

Since being elected as Rules Chair at the Fall 2022 meeting, I have been kept busy. The January 1, 2023 Update to the Rules of Golf is now in effect. Over the last 5 weeks, I have been attending the Golf Canada Seminars taking us through the changes. I will also be attending the Level 3 Rules Referee - National Level - Preparation Webinars in March and will take my exam in early April.

I have already been contacted to give Rules Clinics to several member clubs and will continue to do as many as I can in the next few months.

I have been asked by the Committee to run a Rules Clinic for the Captains and Vice-Captains and this will be arranged on April 28th.

Respectfully submitted,  
Moirra Milligan  
Rules Chair

## **2023 Opening – Handicap report**

It has been very quiet with respect to questions raised regarding Rules of Handicapping, however, as of January 1, 2023, there has been a change which affects “Stroke Play” only.

### **What did the old rule say about handicaps on scorecards?**

Rule 3.3b (4) said that in handicap competitions, a player was responsible for making sure “that his or her handicap is shown on the scorecard”. If a player presented a card with no handicap shown on it, or a handicap that was too high, they were disqualified if this affected the number of strokes the player received.

If the handicap on the scorecard was too low, there was no penalty but the player’s net score stood using the lower handicap.

*EG: Lower handicap will result in a higher net score / Higher handicap will result in a lower net score.*

### **What does the new rule say about handicaps on scorecards?**

Rule 3.3b (4) now says a player is no longer required to show their handicap on their scorecard or to add up their own scores.

It is the **committee’s responsibility** to calculate the player’s handicap strokes for the competition and to use that handicap to calculate the player’s net score.

- Handicap/Rules Seminar on April 28, 2023
- If there are questions which you wish to be answered – please forward same prior to Seminar
- With respect to Teams/Match play – your questions will be deferred to the Teams Manua

Respectfully submitted  
Lily Ravelo, Handicap Chair

## **Business Women's Report**

Executive - Secretary/Treasurer -Susan Haines from Tsawwassen Springs for 2022 and 2023  
- Vice Chair - Gail Thurston from University Golf Club for 2022 and 2023  
- Chair - Joanne Dorman from The Links Women's Golf Club for 2022 and 2023

Member Clubs - Six clubs remain in the Business Ladies League : Fraserview, McCleery, The Links, Surrey, Tsawwassen Springs and University

Business from Fall Meeting - All member clubs agreed to continue with Team Play and the Annual Tournament. A motion was made and unanimously approved that "all team players will pay their own green fees for home and away games."

Team Play Schedule - the 2023 Team Play Schedule was distributed at the Fall Meeting.

Annual Tournament - This year's tournament will be organized by McCleery Business Ladies Club on August 13th. Due to limited availability of a separate room for food and prize presentation, the tournament will be held at Langara Golf Course.

Zone 3-4 Business Women's Captains Meeting - March 19th at Langara Golf Course

Respectively submitted,  
Joanne Dorman

## **2nd team report for Spring Meeting March 2023**

The 2023 Team schedules were posted to zone 4 website effective Jan 15<sup>th</sup> and it was communicated to all club captains in the January Zone Newsletter sent out by Brenda.

There will be nine clubs playing team2 this year, including Burnaby Mountain, Fraserview, Greenacres, Kings Links, Langara, McCleery, Squamish Valley, University and Vancouver Chinese Ladies (VCL). On Jan 24<sup>th</sup> I sent the updated captains contact information list (email address and phone numbers) to all nine team captains for purpose of their match scheduling/score reporting.

There're a few new team2 captains, so I resent the zone4 women's website link with resources including team manual and team captain responsibilities for reference. New contact information has also been communicated with Sherry Work the webmaster so that records on website remain updated and consistent. I have not yet received any further questions from team captains.

We are excited and look forward to the 2013 golf season!

Respectfully Submitted,  
Ying He/2nd Team Chair

### **Team 3 Chair Report – Spring Meeting March 2023**

Good morning and welcome. This year we have 11 clubs fielding a Team 3. These teams are Bowen Island, Burnaby Mountain, Country Meadows, Delta, Fraserview, Langara, McCleery, Mylora Thursday, Musqueam, Tsawwassen Springs and University.

The schedule was sent to the Team 3 Captains in January, 2023. If a change needs to be made to this schedule the Team 3 Captains involved are to make alternate arrangements between themselves and then to notify me of the new dates. All Team 3 captains (both Home and Away) are asked to report the results to me as soon as possible after their team matches are played. All Team 3 games are played on Tuesdays with the exception of the Mylora Thursday Club; their home games are played on a Thursday. The results for Team Play will be announced at the AGM in October.

Team Captains are encouraged to review the Team Manual posted on the Zone 4 website. This manual has been recently revised and updated. One significant change is the payment of away green fees. It was voted on and passed at last year's AGM that each Team 3 club will be responsible for paying their own green fees when playing their away games.

The current Team 3 Captains have my contact information and I am here to assist where needed. I look forward to a fun and safe golfing season.

Respectfully submitted,  
Leslie Dobie, Team 3 Chair

### **Webmaster Report for March 2023**

Zone 3 has been updated for their Fall Meeting, Team Schedules, Captains and Events are the same as Zone 4. I do not know if the Team Captain contacts for Zone 3 are correct as I have never received an update for them. It seems that Zone 3 does not have a Roster form like we do.

The Zone 4 Men's website has been updated for their 2023 tournaments.  
Both Zone 3 Women and the Zone 4 Men's websites are only updated when I receive information.

If your Club has any news on events, please send them to me for posting on the website  
New information on Rules and Handicap Sessions through Golf Canada and BC Golf have been updated on our website.

Respectfully submitted  
Sherry Work  
Zone 4 Webmaster

## **Chair Report, March 2023**

Our conversations and collaborations with Zone 3 executive have supported finding creative solutions to our shared Team and Business Women scheduling and to combining resources to bring successful Championships and Tournaments forward in 2023. I have met with Zone 3 Chair, Val Barker, on 3 occasions and have been supported in our communications by Sherry's work on websites and Holly's persistence with securing golf courses for events

We have been fortunate to have support in replacing valued members. Virginia Lam will be able to commit to the Secretary position later in the season and the nominating committee begins its' search for a treasurer for October AGM. Thank you in advance for any help you can provide. Gail has been a phenomenal resource for me, teaching me lots and keeping track of our finances, awards and historical investments.

I am excited about this season of golf. Lots of optimism for updating and revisiting our practices and policy. Constitution is done; Guidelines of Zone 3 and Zone 4 Committee is done; Interclub Team Match Play Manual soon to be done; and next up is the Policy and Procedures update and the Zone Agreement with BC Golf.

Again, thank you to each of you for your support and work to make Zone 4 Women's golf experience the best in BC.

Respectfully submitted

Brenda Burroughs  
Chair

## **Zone Council Representative Report**

BC Golf Zone Council met by Zoom on January 9, 2023. From the Minutes:

1. By-Laws Changes are required due to changes in Societies Act. More work to be completed and brought forward in the Fall.
2. Zone Agreements Simple document - Memorandum of Understanding regarding Zone run Championships and Tournaments and specific to each zone. Respecting differences and geographical areas.
3. Safe Sport Inordinate amount of time spent on instances of bullying and inappropriate comments by players and parents at Championships. There is a push to have a consistent Code of Conduct for Golf Canada and BC Golf. Two programs: Respect in Sport and Commit to Kids.
4. 2023 Championships 2023 schedule posted. Adding an Indigenous Championships and an All Abilities Championships.
5. Distinguished Service Award Reminder of deadlines for award nominations. July 31<sup>st</sup> for VRA and DSA by October 15<sup>th</sup>.

Next Zone Council Meeting	March 31, 2023	Ledgeview GC 2 – 5
AGM BC Golf	March 29, 2023	Zoom, 7 pm

Respectfully submitted, Brenda Burroughs