



GSWPGA

Greater Seattle Women's Public Golf Association

Board of Directors – Meeting Minutes

Friday, August 21, 2026, 3pm – Zoom video conference

Attendance

Name	Role
Margot Winter	President (chair)
Colleen Donovan	Treasurer
Deb Le Cuyer	Co-Treasurer
Debbie Yee	Team Captain
Wendy Gapp	Board member
Kathy Elmendorf	Rules Committee
Sarah Holberg	Tournament Director / City Championship Co-Chair
Kathleen Jones	Tournament Director / City Championship Co-Chair
Beth Corey	Secretary
Rebecca Early	Social / Luncheon Chair
Roberta Robbins	WA Golf liaison

1. Call to Order and Welcome

Margot Winter, President, called the meeting to order at 3:07pm and welcomed the board. She noted the board does not always meet over the summer, but felt an interim meeting was worthwhile this year given the board's shorter collective tenure.

Recognition

- The board congratulated Sarah Holberg and Kathleen Jones on successfully running the two-day City Championship.
- The board congratulated Colleen Donovan on winning her club championship.

2. Treasurer's Report – Colleen Donovan (Treasurer) and Deb Le Cuyer (Co-Treasurer)

Colleen screen-shared the Profit & Loss statement and Balance Sheet.

Profit & Loss summary



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- Tournament income largely passes through the account: green fees and prize funds are paid back out.
- At the time of the report, two tournaments remained on the calendar; the general fund had grown by just over \$1,000 year-to-date, with the two remaining events expected to add roughly \$200 more.
- Funds are earmarked in part for the end-of-year luncheon and for crystal/trophies – a separate crystal fund covers part of that cost, with the general fund covering the rest.
- The club remains on track to meet its budgeted surplus of approximately \$500 for the year, assuming reasonable participation in the final two tournaments.

Balance sheet summary

As of the last completed tournament, before receipts from the two-lady Best Ball tournament were recorded:

- Checking account: approximately \$4,000
- Savings account: approximately \$3,000 (untouched aside from accrued interest)

Where the tournament admin fee comes from

- Standard tournament entry fee: \$9.50 per player on top of the green fee – \$2.50 goes to the general fund as an admin fee, \$7.00 to the prize fund.
- Championship tournament(s): the admin fee is \$3.50 per player.
- Wendy Gapp recalled the board raised the admin fee from \$2.50 within the last 3–4 years to build in a cushion.
- Team/club dues: \$45 (club) + \$45 (team) = \$90 per club per year. Debbie Yee noted ongoing team-specific costs are minimal (pins and plaques run roughly \$110–\$112/year), so team dues effectively help fund general operations for the 8–9 clubs that participate.
- Deb reported approximate general-fund admin-fee totals collected per tournament: The Nile \$108; President's Cup \$115; Four-Lady Best Ball \$340; Summer Sweeps \$158.34; Championship tournament \$218.02; a September event \$163; and a further event \$143.01 – D. Yee totaled these at roughly \$1,255 for the year to date (figures as stated on the call; recommend reconciling against the books). D. Yee estimated that, netting out the year's projected surplus of about \$300, roughly two-thirds of that admin-fee income is needed to cover recurring costs (website, luncheon, club-program support), leaving about one-third as buffer.

Discussion: savings reserve and fee structure

- Margot asked whether \$3,000 is too much to hold in savings, since the board has not drawn on it in recent memory (aside from a possible \$500 luncheon subsidy roughly three years ago, which several members recalled may have come from checking rather than savings).
- The board agreed to think about a target savings ceiling – options mentioned were \$500, \$1,500, and \$2,000; \$3,000 felt high to Margot – and to bring it to a vote at the November meeting.



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- D. Yee noted that, because team-specific expenses are minimal, teams effectively cross-subsidize the association through team dues; this was raised as context for future fee-setting discussions rather than a proposal to act on now and determining how to use money in fair manner.
- Colleen proposed adopting a “budget to zero” framework going forward: build each year's budget to break even (accepting some year-to-year variance), given the association's healthy reserve, and deliberately choose where any real surplus goes – for example, higher tournament payouts, reduced luncheon pricing, hole-in-one awards or other member benefits – rather than let it accumulate by default. Beth and others expressed general agreement, noting that member clubs also budget for GSWPGA's fees so changes will impact their budgets.
- Rebecca (Social Chair) asked whether charging less, or subsidizing more, for club events would grow participation.

Follow-up

- Colleen will send the board a poll on spending categories to gauge alignment ahead of preparing next year's budget.

3. Motion: Hole-in-One Recognition Fund

- Wendy Gapp moved that the club use part of this year's surplus to purchase recognition items for the two hole-in-ones made this year; Beth Corey seconded.
- Colleen amended the motion to make it an ongoing, durable fund: allocate \$100 per year from the general fund toward hole-in-one recognition, tracked as its own line item on the ledger (per Wendy's suggestion, so the board can watch the running balance), non-lapsing so any unused amount carries forward.
- The board discussed whether to also cover eagles (Kathy Elmendorf noted the club has historically given crystal for eagles too, though records aren't tracked, and Sarah offered to check the club's history for eagles). The board opted to keep the recognition to hole-in-ones for now.
- Beth further amended the motion to say the fund covers “recognition” generally rather than specifying crystal, leaving the form – crystal, another item, or (per past practice) a donation to charity in lieu of an item at the recipient's request – to the discretion of the Crystal/Trophy Chair.
- D. Yee (Debbie Yee) seconded the funding portion of the motion.
- **Result:** Motion passed by voice vote.

4. Tournament Directors' Report – Sarah Holberg and Kathleen Jones

- This year's City Championship tournament binder was misplaced and unknown to the new co-chairs and the host course until roughly two weeks before the event, causing confusion about logistics (shotgun start, post-round luncheon). The binder – along with an older, prior edition – has since been located. Margot proposed scanning the reference material tournament chairs need and posting it to the website, along with preserving historical highlights (such as past tournament themes) for roughly a five-year rolling



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window, then discarding the paper originals once scanned. Margot offered to do the scanning; the board was generally supportive.

- **Banking / Zelle:** Sarah asked whether the club could accept Zelle directly into the GSWPGA account rather than routing tournament payments through her personal account, citing the tax-reporting burden of the current arrangement. Deb explained that, as a 501(c) organization, the club's current bank (BECU) does not support Zelle or Venmo for the organization's account. Sarah noted a peer club (Mount Si) recently switched banks – possibly to Chase – for this reason. Colleen will research alternative banks; any change of account would require member approval.
- **Champion of Champions trophy:** Sarah will contact Sholpan to hand off the trophy to her for the awards luncheon. Sarah will bring it to the next tournament (two-lady Best Ball); Deb will take custody if the chair is not there.
- **Hole-in-ones:** Two hole-in-ones were made this year – the first in at least five years, per Wendy Gapp. One was made by a player referred to as “Heather” at the Snoqualmie Falls pro shop, who reportedly declined any recognition the course offered. Margot will gather photos.

5. Hole-in-One / WA Golf Registration – Roberta

GSWPGA's liaison duties for registering hole-in-ones with WA Golf have been handed over to Roberta (previously handled by Margot). Margot will send Roberta the player name, hole, date, club, and a photo for each of this year's two hole-in-ones so they can be registered.

6. Team Report – Debbie Yee, Team Captain

- No volunteers have come forward to succeed Debbie as Team Captain; the board would like two co-captains. Margot will follow up with club captains, though Debbie noted she has already asked without success.
- Debbie raised the option of pausing team competition for a year if no replacement is found, to allow time to reconsider the format – citing recurring questions in recent years about the format and increasingly later tee times as the season progresses.
- Season status: two of three matches are complete and set. The final match, planned for the Willows, needs a new venue; Snoqualmie Falls was explored as an alternative but is not looking likely.

7. Rules Committee – Kathy Elmendorf

Kathy and Debbie Yee are looking for another person to assist with the Rules Committee. Kathy is willing to continue as Rules Chair next year, but would like continued support.

8. Website and Historical Records – reported by Margot Winter (on behalf of Sariya Rashid, Historian/Webmaster)



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- Sariya is willing to post updates to the website when content is provided to her, but does not have capacity to research or gather content herself.
- D. Yee suggested adding a website section for photos of the City Champion, President's Cup Champion, and hole-in-one honorees; there was general support for more photos on the site. Members will be encouraged to send photos to Sariya (e.g., by text); Beth suggested a QR code (e.g., at tournament check-in) linking to a photo upload for Sariya, which the group liked.
- Sariya will prepare an end-of-season survey (similar to the spring survey) to go out around October, to close out feedback on the season.

9. 2027–2029 Officer and Host Assignments

- Snoqualmie Falls needs to put forward a Vice President nominee.
- Evergreen is confirmed to host the City Championship in 2027.
- Mount Si is in the final year of its Tournament Director term.
- Jackson Jills will serve as Tournament Directors for 2028 and 2029, succeeding Sarah Holberg and Kathleen Jones. The board would like Jackson Jills to identify those individuals and begin involving them as soon as possible so they can shadow the role in advance.

10. Charity Partners

The board reaffirmed the association's traditional year-end luncheon charity recipients, set out in the bylaws/constitution: the Evans Scholars Golf Scholarship and the WA Golf Junior golf program. Wendy noted that changing charity partners would require a vote at the November meeting.

11. Bylaws – Electronic Voting

- Colleen proposed amending the bylaws to expressly permit the Executive Committee to vote by email or other electronic means between meetings, noting the current bylaws are silent on the point (neither expressly permitting nor prohibiting it).
- D. Yee pointed out that bylaw amendments require a membership vote, not just a board vote, and separately flagged – from a quick read of Article 6 during the meeting – that the bylaws may set a required advance-notice period for proposed amendments that needs to be confirmed so the item can be properly noticed for November.
- The board agreed to prepare this as a proposed bylaw amendment for the November membership meeting, with Colleen to confirm the exact notice/timeline requirement. In the interim, the board agreed it may proceed with an electronic vote if needed before November, on the understanding that the bylaws do not prohibit it.

12. Year-End Luncheon Planning – Rebecca Early (Social Chair)



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- Date/venue: Thursday, November 12, 2026, at a venue heard on the recording as “The Shambles” which will be more accommodating for our group.
- The luncheon will have a trivia game again this year; raffle (each club asked to bring a raffle basket); recognition of this year's two hole-in-ones.
- Theme/tone: Reba raised wanting an overarching message beyond “picking up trophies” – last year's theme centered on camaraderie and community, and she is open to ideas for this year. Margot suggested continuing to frame the event as a celebration of golf, new friendships, and the season's wins.
- Materials: Reba is preparing the flyer and aims to have it ready within 72 hours; a printed copy will go on the A-frame sign at the September 10 event, and copies will be sent to clubs for locker-room posting. Beth will help send repeat email blasts (she holds club contact lists) as Secretary. Wendy noted Sarah and Kathleen have been including the luncheon flyer in tournament email blasts for the last several tournaments and should continue.
- Pricing: last year's ticket was \$35, including one drink; Reba asked whether that price needs to change and how much surplus the board can put toward subsidizing it this year.
- Budget: Colleen's proposed budget assumes 60 paid attendees at \$40/person plus roughly \$500–540 from the general fund surplus. Colleen will follow up with Reba directly to walk through the numbers.
- Reba is also handling trivia and raffle-ticket printing (Colleen offered to print trivia materials on her own laser printer at no cost to the luncheon budget) and is looking into offering beer and wine at cost so a complimentary drink can still be included.
- Meeting logistics: rather than the Executive Committee arriving 60–90 minutes before the luncheon to finalize business (as in past years), the board agreed to hold a roughly 30-minute Executive Committee Zoom meeting about a week to ten days beforehand (proposed for the week of October 29–30, 2026) to finalize logistics, work through a pre-event checklist (trophies, prizes, raffle baskets, RSVP/payment counts), and prepare items that need a vote (see Item 9, officer nominations) – so only about 10 minutes is needed on-site before the luncheon to present decisions to attending clubs. The board also confirmed that officer elections, held in February this year, should occur at the November meeting going forward, per normal practice.

13. City Championship Venue Risk – Evergreen (2027)

- D. Yee flagged ongoing difficulty securing reliable commitments from the Evergreen-area course, for both team matches and the City Championship, including this year's team schedule. The club's Ladies Club involvement was what ultimately produced a workable arrangement this year, which required renting carts (roughly \$100 in added cost for that round). There is also an unconfirmed rumor the course may be for sale again.
- The board agreed Sarah Holberg will start outreach now, well ahead of the 2027 season, including contacting the club captain and enlisting help from Wendy Gapp and Tam (a past GSWPGA president with ties to the area) to build support through the course's Ladies Club.



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- As a contingency, the board discussed whether Evergreen could host the tournament at a different course if its home course falls through, and agreed West Seattle (the 2028 host) should be given advance notice now that it could be asked to step in – consistent with the bylaws' rotation-obligation provisions (a club that cannot fulfill a hosting/rotation obligation loses its position in the rotation).

14. Adjournment

Margot thanked the board for attending and for their work over the season, and closed the meeting. Many members expected to next see one another at the September 10 event; the Executive Committee's Zoom meeting and the November general/membership meeting/luncheon.

Action Items

Owner	Action item	Notes / timing
Colleen Donovan	Send board a poll on FY2027 spending-category priorities.	Ahead of next budget prep
Colleen Donovan	Track the hole-in-one recognition fund as its own line item on the ledger.	Ongoing, per motion
Colleen Donovan / Deb	Research bank options that support Zelle/Venmo for 501(c) organizations (check the bank Mount Si moved to).	Before proposing an account change; member approval required to switch banks
Colleen Donovan	Confirm the bylaws' required notice period for amendments (Article 6) and prepare the electronic-voting amendment for a membership vote.	For November meeting
Margot Winter	Send hole-in-one details (player, date, hole, club, photo) to Roberta for WA Golf registration.	Both 2026 hole-in-ones
Margot Winter	Contact the outgoing Crystal/Trophy Chair to arrange handoff of the Champion of Champions trophy.	Follow up w/ Sholpan
Sarah Holberg	Bring the Champion of Champions trophy to the two-lady Best Ball tournament for handoff.	Deb to take custody if the chair is not present
Margot Winter	Follow up with club captains about volunteers for Team Captain (need two).	
Debbie Yee / Wendy Gapp	Coordinate on a venue for the team's final match (Willows unavailable).	
Margot Winter	Scan historical tournament-chair binder materials and send to Sariya for the website.	
All board members	Send tournament/champion/hole-in-one photos to Sariya for the website.	Beth to explore a QR-code upload option
Margot Winter	Confirm timing (~October) with Sariya for the end-of-season survey.	
Margot Winter	Follow up with Snoqualmie Falls regarding their Vice President nomination.	



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Owner	Action item	Notes / timing
Sarah Holberg	Begin outreach to Evergreen-area course and Ladies Club re: 2027 City Championship hosting; loop in Wendy Gapp and Tam.	Started same day per Sarah
Margot Winter	Notify West Seattle they may be asked to step in as 2027 City Championship host if Evergreen's venue falls through.	Contingency only
Rebecca	Finalize year-end luncheon flyer and distribute to clubs (locker rooms) and via repeat email blasts.	Target: within 72 hours of meeting
Colleen Donovan	Share detailed luncheon budget numbers with Rebecca and confirm the per-person subsidy.	
Executive Committee	Hold a Zoom meeting (~30 min) to finalize luncheon logistics and prepare items for the November vote.	Proposed for the week of Oct. 29–30, 2026
Kathy Elmendorf / Deb	Continue seeking a successor for the Rules Committee.	