

Draft Structure Benalla Golf Club - March 2024

Board	Finance/ Risk/Audit	Member Engagement	Golf	Golf Facilities	Marketing and Communications
<p>Governance</p> <ul style="list-style-type: none"> • Constitution/By Laws • Policies & Procedures • OH & S • Organisational Performance • Dispute Resolution • Member Discipline • Non-delegated Staff Management Level • Club values, Culture & Codes of Conduct <p>Leadership</p> <ul style="list-style-type: none"> • Strategic Planning • Master Planning • Project Management • Women in Golf Charter • Sustainability and Succession • Volunteer Mgmt and Recognition • Grant Applications • Preservation of Club History • Fund Raising 	<p>Finance –</p> <ul style="list-style-type: none"> • Budgets • Financial analysis • Capital Expenditure • Cash Management • Debt Management • Grant Funding Mgt <p>Risk Management</p> <ul style="list-style-type: none"> • Risk Management Framework • Internal Controls • Insurance • IT security <p>Audit</p> <p>Internal Audit</p> <ul style="list-style-type: none"> • Internal Audit function <p>External Audit</p> <ul style="list-style-type: none"> • Recommend Auditors • Review Financials • Management letter response 	<p>Existing Members</p> <ul style="list-style-type: none"> • Social activities • Member interaction • Member feedback • Member retention <p>New Members</p> <ul style="list-style-type: none"> • Attraction of new members • New member support <p>Member Benefits</p> <ul style="list-style-type: none"> • Membership categories and subscriptions • Loyalty programs • Clubhouse services and amenities 	<p>Administration</p> <ul style="list-style-type: none"> • Golf policies • Budget formulation • Historical Records • Results • Team selection • Golf Discipline issues <p>Rules /Handicapping</p> <ul style="list-style-type: none"> • Course rating • Hole indexing • Handicap management • Local rules • Rules Education <p>Competitions</p> <ul style="list-style-type: none"> • Annual Fixtures • Conditions of play • Trophies/prizes • Special events <p>Game Development</p> <ul style="list-style-type: none"> • Beginner Programs • Pathways • Mentors/Buddies • Community Instructors 	<p>Strategic Planning</p> <ul style="list-style-type: none"> • Course and surrounds master plan • Vegetation Plan • Water Plan • Equipment replacement plan <p>Financial</p> <ul style="list-style-type: none"> • Budget preparation • Monitor budget <p>Facility Maintenance and Development</p> <ul style="list-style-type: none"> • Tasks and projects as assigned • Course set up <p>Volunteers</p> <ul style="list-style-type: none"> • Volunteer management plan • Volunteer register • Volunteer training • OH & S Compliance 	<p>Marketing</p> <ul style="list-style-type: none"> • Marketing plan • Marketing budget • Golf and social activities and events • Club livery • Reciprocal arrangements <p>Communications</p> <ul style="list-style-type: none"> • Communication Plan • media policies • promotion of achievements • publicity <p>Sponsorship</p> <ul style="list-style-type: none"> • Sponsorship Plan • Sponsorship negotiation • Sponsor interaction • Sponsor recognition