

WOMEN'S SOUTHERN CALIFORNIA GOLF ASSOCIATION

ADMINISTRATIVE INFORMATION BULLETIN	ADM-11
SUBJECT: 2009 MEMBER LEADERSHIP WORKSHOPS	11/14/08

Action: Respond within appropriate time frame for meeting

WORKSHOP NOTIFICATION

2009 Member Leadership Workshops have been scheduled for the following dates:

Wednesday – January 7, 2009

Glendora Country Club

310 South Amelia Avenue, Glendora, CA 91741

Wednesday – January 28, 2009

Old Ranch Country Club

3901 Lampson Avenue, Seal Beach, CA 90740

Wednesday – February 4, 2009

Canyon Crest Country Club

975 Country Club Drive, Riverside, CA 92506

NOTE: See the WSCGA website www.womensgolf.org/wscga for a complete list of meeting dates for 2009.

Workshop

These meetings are designed for club officers and representatives. Please see Page 2 for **FORMAT SCHEDULE**.

It is important that each Chairperson attend or send a representative. Club representatives are encouraged to take full advantage of the workshops, manuals, handouts and networking with other club representatives and the WSCGA directors. If the Rules Chairperson has any "specific" rules' questions, please forward them to the WSCGA office in advance of the meeting.

REGISTRATION

To sign up, complete the attached form and return with the names of those planning to attend the meeting. Credit card entry is available online (additional processing fee required). *All participants are required to pay for breakfast as a courtesy to the club providing the meeting space.*

There is no charge for the workshop.

In order for the WSCGA to notify the club of the attendance number, the cut-off dates are as follows:

January 7 Workshop. Registration cutoff is **Monday – December 29, 2008 @ 4:00 p.m.**

January 28 Workshop. Registration cutoff is **Monday – January 19, 2009 @ 4:00 p.m.**

February 4 Workshop. Registration cutoff is **Monday – January 26, 2009 @ 4:00 p.m.**

Note: Most clubs require a seven-day notice of attendees. Cancellations after the cut-off date are non-refundable.

LIMITATION

Please be aware that depending on the size of the club, the maximum number of participants is 120. The first 120 registrants will be honored. The remaining registrants will be placed on a waiting list.



QUESTIONS

Call the WSCGA office Monday-Friday from 8:00 a.m.-4:00 p.m. at (909) 592-1281, fax: (909) 592-7542 or send an e-mail to wscga@womensgolf.org.

FORMAT SCHEDULE

Member Leadership Workshop

These meetings are designed for club officers and representatives.
Workshops include Chairperson and Liaison, Tournament, Rules and Handicap.

- 8:30 a.m. - 9:30 a.m.** Check-in and full breakfast
- 9:30 a.m.-10:30 a.m.** Member Leadership Workshop commences as follows:
- Welcome and Introductions
 - Foundation Presentation
 - President's message
 - Website Presentation
- 10:30 a.m. -Noon** Breakout sessions for specific questions divided into four rooms as follows:
- Chairperson and Liaison
 - Rules
 - Tournament
 - Handicap
- Noon** **Optional:** Open Forum/Panel Discussion

NO LUNCH WILL BE SERVED!

WOMEN'S SOUTHERN CALIFORNIA GOLF ASSOCIATION

2009 Member Leadership Workshops
Make checks payable to WSCGA and forward to:
402 West Arrow Highway, Suite 10
San Dimas, CA 91773

Check-in and Breakfast: 8:30 a.m.-9:30 a.m.
Workshop Hours: 9:30 a.m. – 12:00 p.m. (Noon)
Cost: \$25

Please select one of following three clubs/dates:

Glendora Country Club

310 South Amelia Avenue
 Glendora, CA 91741

Wednesday – January 7, 2009

Cut-off Date: Monday – December 29, 2008

Check Box

Old Ranch Country Club

3901 Lampson Avenue
 Seal Beach, CA 90740

Wednesday – January 28, 2009

Cut-off Date: Monday – January 19, 2009

Check Box

Canyon Crest Country Club

975 Country Club Drive
 Riverside, CA 92506

Wednesday – February 4, 2009

Cut-off Date: Monday – January 26, 2009

Check Box

Club Name: _____ **Club Number:** _____

Please print or type the name of the Chairperson(s) that will attend below:

Position	Name	Total Attending
Chairperson		
Tournament		
Liaison		
Rules		
Handicap		

If you wish online confirmation of your attendance, please indicate your email address below:

Attach additional sheets if necessary

Total number of attendees: _____

Check Enclosed: \$ _____ (No. X [times]) \$25)

Make checks payable to WSCGA