



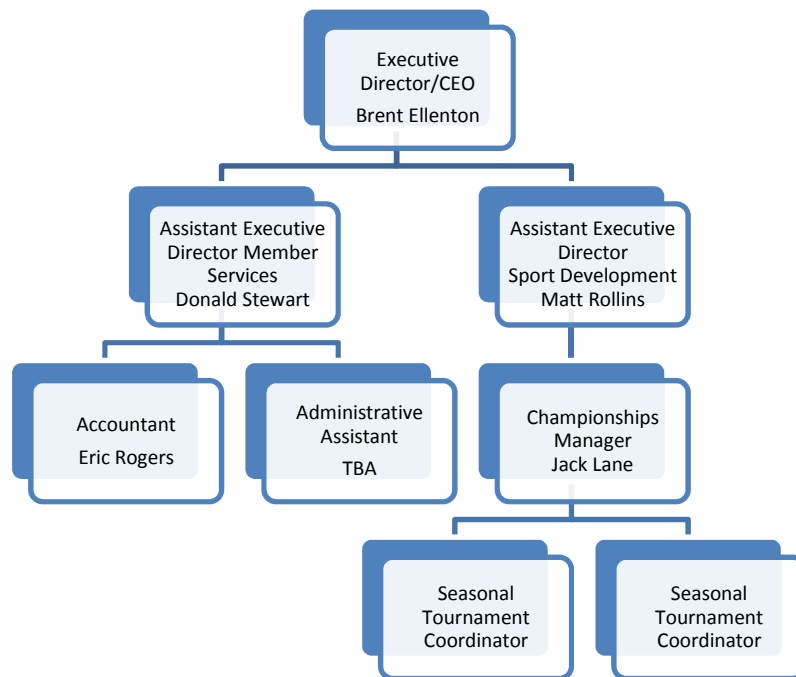
Alberta Golf  
#22, 11410 – 27<sup>th</sup> Street SE  
Calgary, Alberta  
T2Z 3R6

T 403-236-4616  
1-888-414-4849  
F 403-236-2915  
info@albertagolf.org

# Memorandum

Date: Thursday, December 8, 2011  
To: Alberta Golf Board of Directors and Volunteers  
From: Sandra Craig, President  
Subject: Staff Update

I am pleased to announce several key changes in our Staff Management Structure that will serve to strengthen our management team. The new organizational chart effective immediately will look as follows:



### **Executive Director/Chief Executive Officer - Brent Ellenton**

Brent enters his 24<sup>th</sup> year of service with Alberta Golf in 2012. I am pleased to have him back in a mentorship role for our incoming assistant executive directors and to assist the new Board. He will also play a valuable part in helping lead our Centennial Steering Committee and in working with our new fundraising company SportBrand Canada Inc.

### **Assistant Executive Director, Membership Services – Donald Stewart**

Donald started with Alberta Golf as an intern in 2005. In his time with us, he has proven to be a creative, dynamic and energetic worker. His leadership in the membership and marketing area has been superlative. In Brent's absence in the summer of 2011, Donald displayed just how valuable he is to the association by providing a calm leadership in the office, to his committees and to the Board. Along with Matt Rollins, these two individuals will provide top calibre professional leadership for many years.

### **Assistant Executive Director, Sport Development – Matt Rollins**

Matt began his career with Alberta Golf in 2003 and along with his committee volunteers has evolved our Player Development area into one of the best in Canada. Matt is often sought after to serve on national committees due to his depth of knowledge, understanding and care for growing the game from the grassroots through to the elite levels. Together, with Donald Stewart the two will provide a fantastic team as we head into our second centennial.

### **Championships Manager - Jack Lane**

A great player in his own right, Jack has been a staff member at Alberta Golf since 2008. To date, he has contributed his energy to every committee except finance. A highly organized staff member, Jack can always be counted on to have his tasks completed well before deadlines. In 2011, he served the association as the Member Relations Coordinator assisting the Handicap and Course Rating; Volunteer and Nominating Committees as well as acting as the assistant tournaments coordinator. He looks forward to transitioning his talents to organizing the championships (tournament and rules) portfolio for 2012.

### **Accountant – Eric Rogers**

Prior to the amalgamation of the men's and women's golf associations, Eric was hired in 1998 to act as the accountant for both societies. He has effectively and efficiently continued to serve Alberta Golf for 14 years now. His calm demeanour and friendly customer service skills provide the association a very valuable asset.

### **Administrative Assistant – To be determined**

A new administrative assistant will join the Alberta Golf staff in January. Our newest staff member will provide much needed office management support for both the management team and volunteers.

### **Seasonal Tournament Coordinators**

Two new Seasonal Tournament Coordinators will come on board this spring to ensure a smooth implementation of our vast array of events and to meet the desires of our grassroots to elite players.