

**RHGC BOARD MEETING  
MEETING MINUTES  
JULY 1, 2018 4:45PM**

**PRESENT:**

Jeff Kotanchick	Clubhouse
Kurt Jansen	Handicap
Cody Long	Junior Golf
Bruce Waldner	Media
Mel Rivera	Membership
Ed Devlin	President
Edward Kim	Pro Shop
Stephen Vezendy	Secretary
Tamara Tahir	Social
Jeff Meisner	Tournament
Franck Besseat	Treasurer
Tim Billa	Guest
<b>Not Present</b>	
Troy Thompson	Grounds & Rules
Kerri Wethington	Ladies Golf
Jane Kirk	Membership
Marc Elasmarr	Pro Shop
Les Hertlein	Vice President

<b>AGENDA ITEM</b>	<b>ACTIONS NOTED / DISCUSSION</b>
1. MEETING CALLED TO ORDER	Meeting called to order at 4:45pm by Ed Devlin
2. GUEST	<p>Tim Billa gave update on Oilman's and SAIT tournaments, he is co-coordinator on these tourneys.</p> <p>Nov 2-3 dates are looking good for 2018 SAIT.</p> <p>Question asked if SAIT registration will go out soon. Jeff Meisner said yes and he is looking at using USGA TM to do this and plans to send out ASAP. (new action item)</p> <p>When Les Hertlein gets back from vacation, Tim will met with Les and Jeff to setup committees and plans.</p>

<p>3. APPROVAL OF PRIOR MEETING MINUTES</p>	<p>after discussing some questions raised by Kurt Janssen on the wording of the motions passed, the April 8<sup>th</sup> Meeting Minutes were approved with no objections.</p> <p>Secretary Stephen Vezendy updated the minutes accordingly.</p>
<p>4. UPDATES &amp; NEW BUSINESS BY OFFICERS AND DIRECTORS/COMMITTEES</p>	
<p><b>President (Ed Devlin)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. Document Roles and Responsibilities – Rights and Responsibilities are ongoing and all officers are updating as new items occur. Tournament and Handicap director still have larger updates to make</li> <li>2. Jason contract – Has been approved for SMP, the outside group will be contacting Jason on July 1 with the offer</li> </ol> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Update on open action items Ed discussed the open action items.</p> <p>Rights and Responsibilities – asked all board members to please review and make updates.</p> <p>New Business/Other updates Ed gave update on Ground’s &amp; Rules for Troy.</p> <p>Course is in good condition. We survived the plastic bag issue with the sprinklers There is some brown on the course with the high heat Tamarisk removal is ongoing, holes 13 &amp; 14 are next. You will notice on holes 10,11,12 manicuring is taking place; A proposal from membership was received for a new environmental/wildlife committee to be formed under the direction of G&amp;R Director. Troy is reviewing this (new action item) Looks like Gardening is going to buy a new mower for \$27,000 for the club.</p>
<p><b>Vice President (Les Hertlein)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. SAIT Permissions have been given to Business Ethics and Recreation and have been tentatively approved. Waiting on the vendors to be named.</li> <li>2. Oilman’s is asking for complete fund raising permissions that will not need to be approved annually.</li> </ol>	<p>Les was not present. See Tim Billa’s update above.</p>

<p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p><b>Treasurer (Franck Besseat)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. VAT work/impact being reviewed – some problems getting vendors paid. <ul style="list-style-type: none"> <li>o Meeting was held beginning of June with our new Recreation supervisor Andrew Smith (this is the 3<sup>rd</sup> replacement since January). Same concerns were expressed about lack of visibility on vendor payments. Solution still to be found.</li> <li>o No VAT impact to the clubhouse and ProShop apart from the extra cost of good purchased to be transferred down to the end customer. We will not collect VAT. <b>(Item closed)</b>.</li> </ul> </li> <li>2. All Membership fees withdrawn from payroll? 3<sup>rd</sup> payroll deduction batch was successful in May. All payroll deductions have been cleared. From now on, all new membership dues will be collected in cash. <b>(item closed)</b></li> </ol> <p>New Business</p> <p>2019 budget preparation:</p> <ul style="list-style-type: none"> <li>• Working at producing a 6 months financial statement. Will be presented at next board meeting in order to help Directors in preparing their 2019 budget needs.</li> <li>• Treasurer has prepared templates for the 2019 budget preparation which have been endorsed by President. The 2019 budget cycle will be as follows <ul style="list-style-type: none"> <li>o September - templates will be sent to board Director to fill their wishes</li> <li>o October - Treasurer will consolidated and submit aggregated draft budget for arbitration.</li> <li>o November - Finalization of the 2019 budget; final budget will be reviewed at the November board meeting for approval at the AGM.</li> </ul> </li> </ul>	<p>Update on open action items All action items closed.</p> <p>New Business/Other updates Franck discussed the 2019 budget preparation plans.</p>
<p><b>Tournament (Jeff Meisner)</b></p> <p>Update on open action items.</p> <ol style="list-style-type: none"> <li>1. Pace of Play – a committee is being formed to address solutions and education.</li> <li>2. There is a tabled proposal to expand the ladies flight from 1 to 2 flights to try and get higher handicap women out. They are struggling to play against 11-20 handicappers</li> </ol> <p>New Business</p>	<p>Update on open action items No updates.</p> <p>New Business/Other updates Anniversary Tournament went well, we were pleased with pace of play given the 25+ teams</p> <p>Upcoming tourneys:</p> <ul style="list-style-type: none"> <li>• July MM (open) – 13-14<sup>th</sup></li> <li>• Aug MM (open) – 10-11<sup>th</sup></li> </ul>

<ul style="list-style-type: none"> <li>Potential proposal to offer the grounds crew GHIN accounts so they can get official handicaps</li> </ul>	<ul style="list-style-type: none"> <li>Aug Eclectic – 20<sup>th</sup> through 25<sup>th</sup></li> <li>Sept MM – 8<sup>th</sup></li> <li>Saudi National Day – 23<sup>rd</sup></li> <li>Ryder Cup 28-29<sup>th</sup> - captains USA– Steve Farley; ROW–Rod Kraynyk</li> </ul>
<p><b>Handicap (Kurt Janssen)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>Handicap information sessions – looking into e-learning options later this year. Gary Lorentz will handle education.</li> <li><b>(On Hold)</b> Golf Hits software to compare Foretees to GHIN to report missing scores. \$800/year. We need approval from TGA to access GHIN data before using</li> <li>Kurt finalized the updated handicap policy. Will send to board for review, and once complete will load to RHGC website (which currently says “under construction”).</li> </ol> <p>New Business</p> <ul style="list-style-type: none"> <li></li> </ul>	<p>Update on open action items</p> <p>Handicap Info sessions – Gary is on vacation, we are targeting Oct/Nov to do the e-learning. Contemplating making this mandatory and members won’t be able to play in 2019 tourneys until completed.</p> <p>Updated Handicap Program has been posted on RHGC website, it is one document – no separate handicap policy and program.</p> <p>New Business/Other updates</p> <p>None</p>
<p><b>Pro Shop (Marc Elasmr/Edward Kim)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>POS Review - POS proposal for Four Up was given and later emailed to all board members for review. Marc and Edward will do a final check and will look to have this purchased in May or early June. Very clear discussion that having 7 months to test and see how it works with GHIN and the TM would be key. It may be that we keep Four Up and Foretees or potentially cancel four up if it cannot do what is needed. Piloting will add clarity.</li> <li>Import tax issue - Ed to contact Material supply on solutions</li> <li>Cleanout Storage Areas - Marc and Edward are going through for cleanout of old items</li> <li>Pro-Shop Inventory Budget/Limits - Franck to provide to ProShop guys – done can be closed</li> </ol> <p><b>New Business</b></p> <ul style="list-style-type: none"> <li>Marc brought back many items from his trip and there will be discussion from the Pro Shop and other board members about the use of won monies in the accounts of employees. Full report will be made in July.</li> </ul>	<p>Update on open action items</p> <p>POS Review – ForeUp activated and stakeholders involved in training &amp; planning for migration</p> <p>Targeting end of July for POS switch-over. This will allow tee time testing on ForeUp in Aug and Sept.</p> <p>The above timeline is critical as we need to give Foretees notice by October if renewing or cancelling.</p> <p>Mel asked if there is a testing and data conversion plan. Edward will email plan to those involved.</p> <p>Other open action items – no updates.</p> <p>New Business/Other updates</p> <p>Marc was not present, no updates.</p> <p>The day after the meeting, Marc sent this email update to the board.</p> <p><u>Inventory</u></p> <ul style="list-style-type: none"> <li>I brought back a relatively large batch of Yeti’s from my trip. They need to be put into inventory before they are on the sales floor. Edward also</li> </ul>

	<p>brought back some clothing for our Women members.</p> <ul style="list-style-type: none"><li>• We had 2 orders come right after Eid:<ul style="list-style-type: none"><li>o 1 from Pro Sports – tons of new Greg Norman, FJ and Ping “fashion” golf shirts, new embroidered golf bags and few other accessories.</li><li>o 1 from DG Golf – some high-end accessories and G4 golf shoes, gloves and hats. Higher prices but really nice.</li></ul></li><li>• All of these items and the items Edward noted above need to go into inventory to be put out for sale.</li></ul> <p><u>ForeUp</u></p> <ul style="list-style-type: none"><li>• ForeUp account is ACTIVE. I have the Admin username and password and will start creating accounts for everyone.</li><li>• The POS system needs to have the inventory migrated. Once Bev is back, she will export our current inventory from our outgoing POS system and the ForeUP team will handle the migration. We are shooting for a mid-late July “go-live”.</li><li>• I am happy with the timing as we should have the ProShop stocked-up and a new POS ready to go for the re-start of tournament season.</li><li>• I will be calling a meeting with the Ryder Cup captains, tournament director and anyone else needed to finalize designs and numbers before placing the order.</li></ul>
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<p><b>Clubhouse (Jeff Kotanchick)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. Quarterly Safety Inspection results</li> <li>2. Clubhouse will be looking at the budget and labor costs and review the prices of items.</li> <li>3. There will be follow up with Rec on the Table not being delivered 2 weeks in a row and maintenance items not being completed.</li> </ol> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Update on open action items</p> <p>Quarterly Safety Inspection results – hope to get soon. Jeff reminded everyone to keep an eye out for safety hazards and if any noted, please let him know.</p> <p>Clubhouse prices have been raised, we will revisit when doing the September budget submittal. Closed.</p> <p>Follow-up was done with Rec on table delivery issues. Closed</p> <p>New Business/Other updates None</p>
<p><b>Membership (Mel Rivera/Jane Kirk)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. New Member Welcome/Recruiting - Play with a member (board?), monthly lunch, something to welcome and introduce new members</li> <li>2. Club Storage - We will look to give away Shed 61-62 Jane will finalize the list and offer the shed to the next person on the list. Only 1 person has reached out to keep clubs in the sheds, we will see if another member can house for her</li> <li>3. Cart Shed Policy – Kurt suggested earlier policy change to only require paying membership fees on-time to stay on Cart Shed Waiting List, and to remove the requirement to pay green fees on-time. The green fees requirement should only apply <u>after</u> assigned a cart shed. Cart Shed waiting list was updated to reflect this. The updated Cart Shed Policy needs to be posted after review.</li> </ol> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Update on open action items</p> <p>No new members except a few. We expect a big uptick after Summer.</p> <p>Club Storage – being worked with updated Cart Shed list. The updated Cart Shed list will be posted on website soon.</p> <p>Cart Shed Policy - Discussion: Kurt passed around the proposed edits discussed earlier. Updated to A. Qualifications to remove item 3 and remove “full payment of the Green Fees” in B. Wait List item 1 for maintaining a valid position on the Cart Shed Waiting List.</p> <p>MOTION to approve these changes to Cart Shed Policy; seconded and passed unanimously.</p> <p>The updated Cart Shed Policy was posted to RHGC website after the meeting.</p> <p>New Business/Other updates None</p>
<p><b>Grounds and Rules (Troy Thompson)</b></p> <p>Update on open action items</p>	<p>Troy was not present. See President’s update above.</p>

<p>1. Course Ratings - Kurt needs official documentation of updated course ratings from G&amp;R</p> <p>2. We are looking to purchase a mower to assist Rec to do this job more easily</p> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	
<p><b>Junior Golf (Coby Long)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>•</li> </ul> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>New Business/Other updates</p> <p>The tourney in June went great.</p>
<p><b>Social (Tamara Tahir)</b></p> <p>Update on open action items</p> <p>1. Foot Golf – Sub-committee to gather info and make suggestion to the board. Tamara to head committee. Jeff M. and Troy to support. Tamara wrote Jason January 11th and his response was he was waiting on his contract <b>(On hold)</b></p> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>No report.</p>
<p><b>Media (Bruce Waldner)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>•</li> </ul> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>New Business/Other updates</p> <p>Gave update on previous idea for having youth groups (boy scouts, girl scouts, baseball, soccer) do fund raising event washing Golf carts during club events. The girl scouts, baseball and soccer groups have expressed interest.</p>
<p><b>Ladies Golf (Kerri Wethington)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p>New Business</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Kerri was not present. No report.</p>
<p>4. OTHER BUSINESS</p> <ul style="list-style-type: none"> <li>•</li> </ul>	<p>Kurt asked if we can more prominently communicate to members the recent passed motion in May about advance foretees Booking Privileges</p>

	<p>for board members. Members may not read the entire newsletter so important updates like this may not reach the membership</p> <p>A brief discussion was held and a solution could not be reached. Several noted items like this are already in the newsletter sent to all members and are also in the meeting minutes posted on website. This will be explored further by the executive board for any new ideas.</p>
<p>5. MEETING ADJOURNED</p>	<p>Meeting was adjourned at 5:45PM</p>
<p>6. Next Meeting is scheduled for <b>AUGUST 5<sup>th</sup> at 4:45pm</b></p>	<p>Ed asked Stephen to poll board for who plans to attend, as several are on vacation during this time including Ed, Stephen and Franck. A decision will be made to keep meeting as scheduled or defer. If meeting is held, Les Hertlein will run meeting and take minutes.</p>