

**RHGC BOARD MEETING  
MINUTES  
OCTOBER 14<sup>TH</sup>, 2018 4:45PM**

**ATTENDEES:**

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

| <b>AGENDA ITEM</b>  | <b>ACTIONS NOTED</b>   |
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| 1. MEETING CALLED TO ORDER  | Meeting called to order at 4:43PM  |
| 2. GUEST – NONE PLANNED   | N/A  |
| 3. APPROVAL OF PRIOR MEETING MINUTES – Sept 9, 2018   | Motion to approve prior minutes, seconded by Edward Kim. No discussion. Motion passed unanimously.   |
| 4. UPDATES & NEW BUSINESS BY OFFICERS AND DIRECTORS/COMMITTEES  |  |
| <b>President (Ed Devlin)</b><br>Update on open action items <ul style="list-style-type: none"> <li>○ Document Roles and Responsibilities - Board members should finalize their updates and cross-reference to 2019 budget. We will be working on an updated combined Constitution and By Laws document in 2019, and will use this R&amp;R document to streamline.</li> <li>○ Jason contract - Rec and Gardening are still working finalization of contracts and visa procurement.</li> <li>○ Ed and Stephen to develop mini calendar for Fall. (CLOSED, sent 9/19 to Membership)</li> </ul> | Proposal 1 (presented by Ed). Les seconded motion.<br><br>Discussion:<br>Jeff asked if members approve change in constitution noted in email vote (special meeting) but then in AGM it is not approved, does this mean Secretary needs election?<br><br>Ed, we only plan to make this one change now, which is needed prior to |

- o Ed to revisit rotation and timing of elected officers and update Constitution and By-Laws as needed (DONE, see proposal below after discussion with Recreation and executive board).

New Business/Updates

- o Rotation/Timing of elected officers & update to Constitution

**Proposal 1:** Once we evaluate, discuss and approve, this will be sent to members to be voted upon using voting buttons. If necessary, the President would call a town hall to discuss if members have concerns. If it does not pass at the board level, it fails and would not be presented to the members. Constitutional change requires 2/3 of the board members present to pass. It is being proposed in advance of the AGM as elections are prior to the AGM.

“I propose the following change (highlighted are changes needed to Constitution clause):

The term of office for the six (6) elected Officers and Directors shall be two (2) years and be staggered in nature such that the end of the term for the positions of Vice President, Treasurer and Tournament Director is different than the other elected Officers and Directors.

(Additional info, for illustration only)

At the end of 2018 the position of Secretary and Treasurer will be switched in cycle to account for the transition of the President and Treasurer positions moving forward”

- o 2019 Election (votes cast in 2018): VP and Tournament Director
- o 2020 Election (votes cast in 2019): President, Secretary, and Handicap Director
- o 2021 Election (votes cast in 2020): VP, Treasurer, and Tournament Director

- o **Proposal 2:**

“I propose the board be given autonomy to allow VIP’s to play the course at no charge. This privilege would need to be approved by half of the executive board and a member of RHGC must play with the approved VIP”

As a talking point, right now as President, I have to go to recreation and ask for approval it is quite the back and

election, as part of overall intent to have President and Treasurer on different cycles. So there will not be another vote at AGM for this item, if it passes now.

Stephen clarified that this is only change in constitution we are focusing on now, the elected officer section. As noted in earlier correspondence, we are going to work to update and connect the Constitution, By-Laws and Right and Responsibilities in 2019 – which is when these documents are due for updating per Recreation Manual. Stephen has already started researching.

The motion passed unanimously.

- Bruce will use SurveyMonkey to send out voting of proposal to members

Proposal 2 (presented by Ed). Troy seconded motion.

Discussion:

Mel – for anytime of year? Yes

Edward Kim – how will tee times be handled? ForeTees walk-in guest through starter.

The motion passed unanimously.

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| <p>forth. This would streamline the approval and give the board control of the guests that can or cannot play.</p> <ul style="list-style-type: none"> <li>○ Update on follow-up with Recreation &amp; Gardening on various issues. See Ed’s email Sept 17.</li> </ul>   |  |
| <p><b>Vice President (Les Hertlein)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. SAIT – Ed and Les shared proposal with Ethics Committee for vendors, waiting feedback (no updates)</li> <li>2. Oilman’s - Asked for same fund raising permissions as SAIT, so vendors will not need to be approved annually (no updates)</li> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>● 2019 Elections <ul style="list-style-type: none"> <li>○ Nominating Committee to nominate candidates for open elected board positions, and provide to President and Secretary</li> <li>○ Send election notices to membership to vote.</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>● Waiting on outcome of above voting with membership for proposal 1, before doing following <ul style="list-style-type: none"> <li>○ Nominating Committee to nominate candidates for open elected board positions, and provide to President and Secretary</li> <li>○ Send election notices to membership to vote.</li> </ul> </li> </ul>                            |
| <p><b>Treasurer (Franck Besseat)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>● 2019 Budget in process – will be approved in November board meeting. Franck handed out FYI copy of draft budget, see attached.</li> </ul> <p>Question asked, why 30% increase in tournament budget? Costs have gone up, and we are now doing budget/planning per player, which is making budget more accurate</p> <p>Ed gave thanks to Franck and others who provided input, we have a great level of detail in budget. Also Recreation has asked for a courtesy copy of budget as we are discussing various topics with them, and they said this budget is one of the best they’ve seen from SDGs. Well done.</p> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>● <b>Proposal</b></li> </ul> <p>“The proposed motion is to increase membership’s dues and cart sheds fees as of January 1st 2019 as follows;</p> <ul style="list-style-type: none"> <li>● Single membership from SAR800 to SAR1,000</li> <li>● Family membership from SAR1,200 to SAR1,300</li> <li>● Cart Sheds from SAR 500 to SAR 750.</li> </ul> <p>All others dues and fees remain unchanged.</p> | <p><u>Proposal 2 (presented by Franck)</u>. Jeff seconded motion.</p> <p>Discussion:</p> <p>Tamara – why 50% cart shed increase? Ed - looking at value proposition, probably best place we won’t lose money vs raising membership fees.</p> <p>Mel – why no increase in retirees? Only small number of retirees, 7, so no impact.</p> <p>The motion passed. Vote was 9-2. 3 other members not present.</p> |

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| <p>The proposed increases are justify by the recent implementation of the VAT, the increase in tariffs and shipment fees, and the contract cost of the driving range balls which will now be provided free of charge to members.”</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. Jeff Meisner to send out SAIT registrations</li> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>• Proposal 4: “I propose the approval of the 2019 Tournament Schedule” (see attached)</li> </ul> | <p><u>Proposal (presented by Jeff).</u> Mel seconded motion.</p> <p>Discussion:<br/>Open discussion on proposed changes to Tournament Calendar by month. Following changes were proposed and accepted</p> <ul style="list-style-type: none"> <li>• March – change MM to March 30 and President’s Cup to March 1<sup>st</sup> - 2<sup>nd</sup></li> <li>• Sept – change MM to Sept 14 and Ryder Cup to Sept 27-28</li> <li>• Oct – change MM to Oct 12 and Club Championship to Oct 18-19</li> </ul> <p>Motion to vote on updated Tournament Calendar, with the changes noted. Tamara seconded.</p> <p>The motion passed. Vote was 10-1. 3 other members not present.</p> |
| <p><b>Handicap (Kurt Janssen)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. Handicap information sessions – 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.</li> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>•</li> </ul>                                       | <p>No report</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>1. POS Review <ul style="list-style-type: none"> <li>o Renew ForeTees</li> <li>o Follow-up with POS vendor on potential credit for tee times functionality not working</li> </ul> </li> </ol>  | <ul style="list-style-type: none"> <li>• Need to add ForeTees membership list to ForeUp, and keep all members from ForeTees in case they have Pro Shop credit.</li> </ul>  |

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| <p>ForeTees has no plans to offer POS, and POS has no plans to offer tee times functionality, we will use both systems until further notice</p> <ol style="list-style-type: none"> <li>2. Import tax issue - Marc working with Material supply on solutions</li> <li>3. Cleanout Storage Areas - Marc and Edward are going through for cleanout of old items (no updates)</li> <li>4. 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 upcoming board meeting (no updates)</li> </ol> <p><b>New Business/Updates</b></p> <ul style="list-style-type: none"> <li>o None</li> </ul>   |   |
| <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> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>•</li> </ul>  | <p>No report.</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 (no updates)</li> <li>2. Cart Sheds (no updates) <ul style="list-style-type: none"> <li>• Jane will post new Cart Shed / Wait List on website. The last one is dated July 2, 2018.</li> <li>• Random cart shed inspections and follow-ups</li> </ul> </li> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>• Membership Drive scheduled for Nov 23, 20, 30 and Dec 1</li> </ul> <p>Recreation will send over guys to help with Green Fees. We will have 3 stations – membership, cart sheds and green fees. No salary deduction will be done for membership and cart sheds.</p> <p>Mel advised Dave Minchau is preparing PDF packets for each member to fill out, with their info pre-populated, like in prior years.</p> <p>Jeff asked, can we use POS system from Pro Shop? Marc – yes and we can use iPad functionality if you want.</p> | <ul style="list-style-type: none"> <li>• Mel will get PDF packets for each member from Dave Minchau, for sending out to members as part of membership drive</li> <li>• Mel will coordinate with Edward and Jeff on syncing up the membership lists used, and provide to Bruce who is using membership list for SurveyMonkey voting</li> </ul> |

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| <p>Question asked, where do we stand on using our systems for membership rosters and keeping them in sync? POS, ForeTees and USGA TM.</p> <p>Mel will coordinate with Edward and Jeff on syncing up the membership lists used, and provide to Bruce who is using membership list for SurveyMonkey voting</p> <ul style="list-style-type: none"> <li>• See handout of Membership updates (attached)</li> </ul>  |   |
| <p><b>Grounds and Rules (Troy Thompson)</b></p> <p>Update on open action items</p> <ol style="list-style-type: none"> <li>1. Course Ratings - Troy received an envelope from Kurt on course ratings and does not know what he needs to do with it. Troy will get with Kurt to have him explain. (no updates)</li> <li>2. Proposal received earlier from membership for a new environmental/wildlife committee to be formed under the direction of G&amp;R Director is being reviewed. (no updates)</li> </ol> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>• Course update. Continuing to work with grounds crew on course maintenance, which has been an issue with greenskeeper not here yet given contract not final.</li> <li>• Yong Song Kim provided us some good ideas to consider <ul style="list-style-type: none"> <li>○ Sand bottles – provide on hole 1 and 10. For walkers provide bags they can hang on carts</li> <li>○ Some departments have Mon-Fri workweek. Can Sundays course be opened for member play, for this small group. Wouldn't need starters, crew, etc, just access to course. <ul style="list-style-type: none"> <li>▪ Ed – this has been proposed before and we got no-go from company, as it goes against contract for support crew. I can pitch this idea again.</li> <li>▪ Bruce – along same line, I have brought up several times previous idea of having course start/close time being moved later, and got same response. Can we pitch this again? Ed – yes.</li> </ul> </li> </ul> </li> <li>• FYI. One of our junior members will be doing an Eagle Scout project, digital map of RHGC course.</li> </ul> | <p>Info only</p>  |
| <p><b>Junior Golf (Coby Long)</b></p> <p>Codi Long gave report in Coby's absence.</p> <p>Update on open action items</p>   | <p>Bruce would like pictures and results from junior tournaments for posting on website, newsletter, etc.</p> |

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| <ul style="list-style-type: none"> <li>• None</li> </ul> <p>New Business</p> <ul style="list-style-type: none"> <li>• Good turnouts, business as usual.</li> <li>• 2019 Proposed Jr. Golf Event Dates (covered in Tournament section above) <ul style="list-style-type: none"> <li>○ 1/19 – January Event</li> <li>○ 2/16 – All Aramco Invitational</li> <li>○ 3/9 – March Event</li> <li>○ 4/13 – April Event</li> <li>○ 5/11 – May Event</li> <li>○ 9/7 – September Event</li> <li>○ 10/5 – October Event</li> <li>○ 11/9 – November Event</li> </ul> </li> </ul> <p>These dates are all based on the tournament schedule Jeff put out on TM for 2019.</p> <ul style="list-style-type: none"> <li>• Marc advised FYI that shirts for Junior tourneys are available, if needed</li> </ul>   |   |
| <p><b>Social (Tamara Tahir)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>• FYI, low sign-ups for swap/sale and movie night. May not have these events</li> <li>• Request for workshop on navigating new USGA TM for members <ul style="list-style-type: none"> <li>○ Open discussion about need for education on using this new system. Bruce will put some front-end buttons on RHGC website under Tournaments, to help with initial navigation</li> <li>○ Franck emphasized need for TM roster for event signups to be synced up with fees paid by members. When he gets deposit, it would help to have list that ties to deposits.</li> <li>○ Tamara – yes, for event planning it would be good if I could see or extract who signed up for events, but not sure how to use system or if this is even an option.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Bruce to add buttons on RHGC website to link to USGA TM</li> <li>• Jeff to develop workshop and/or how-to documents, tutorials, etc on educating members on how to use USGA TM system for events.</li> <li>• Jeff to work with Franck on developing a process to reconcile event signup to fees deposited</li> </ul> |
| <p><b>Media (Bruce Waldner)</b></p> <p>Update on open action items</p> <ul style="list-style-type: none"> <li>• None</li> </ul>  | <p>Info only</p>  |

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| <p>New Business/Updates</p> <ul style="list-style-type: none"> <li>• None</li> </ul>   |                                    |
| <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/Updates</p> <ul style="list-style-type: none"> <li>• Ladies membership is largest ever</li> </ul> | <p>Info only</p>                   |
| <p>4. OTHER BUSINESS</p> <ul style="list-style-type: none"> <li>• None</li> </ul>  | <p>Info only</p>                   |
| <p>5. MEETING ADJOURNED</p>  | <p>Meeting adjourned at 6:22PM</p> |
| <p>6. Next Meeting is scheduled for <b>NOVEMBER 11<sup>th</sup> at 4:45pm</b></p>  | <p>Info only</p>                   |