

**RHGC BOARD MEETING
MEETING AGENDA
AUGUST 9, 2020 4:45PM
LOCATION: RHGC Clubhouse**

ATTENDEES:

Name	Position	Attended?
Elected Officers		
Ed Devlin	President	Y
Les Hertlein	Vice President	Y
Jeff Meisner	Tournament Director	Y
Jeff Meisner (A)	Treasurer	Y
John-Paul Scallon	Secretary	Y
Appointed		
Jim Platt	Facilities (Clubhouse & Pro Shop)	Y
Troy Thompson	Grounds	Y
Stephen Vezendy	Handicap & Rules	Y
Coby Long	Junior Golf	N
Sally Lim	Ladies' Golf	N
Bruce Waldner	Media	Y
Richard Reed	Membership	Y
Jane Kirk	Associate Membership Director	Y
Tamara Tahir	Social	N
Richard Henson	Assistant to Treasurer	N
Guest		
Jason Sexton	RHGC Head Green Keeper	N


AGENDA ITEM	MEETING NOTES
1. MEETING CALLED TO ORDER by President	
2. GUEST (Jason Sexton)	Not in Attendance
3. APPROVAL OF PRIOR MEETING MINUTES	

4. NEW BUSINESS AND UPDATES BY OFFICERS AND DIRECTORS/COMMITTEES	
* Order covered may change; President will decide based on agenda or special requests	

<p>President</p> <p>New Business</p> <p>1. None Noted</p> <p>Prior action items</p> <p>2. Appointment of new Board members and path forward. CLOSED</p> <p>3. New club communication gmail accounts. CLOSED</p> <p>4. Starters into the Pro Shop (Jan) - complaints of Pro Shop availability for members – the President continues to push Recreation to make the move. CLOSED</p>	<p>1. Confirmation of recent Board changes after the restatement of Ed Devlin as President:</p> <ul style="list-style-type: none"> ➤ Edward Devlin as President to replace Les Hertlein. ➤ Les Hertlein return as VP to replace JP Scallon
<p>Vice President</p> <p>New Business</p> <p>1. Finalization of date for the 2021 CEO Cup. CLOSED</p> <p>Prior action items</p> <p>2. Availability of early morning tee times at weekends and complaints received from members. CLOSED</p> <p>3. Anomaly of the cost of one month green fees versus 12 month green fees without having to be a RHGC member. CLOSED</p> <p>4. Business Ethics - Les set meeting with BUSINESS ETHICS to negotiate the 70/30 – 50/50 after Jeddah and CEO CUP. Tabled but will be revisited (Jan) CLOSED</p>	<p>1. Dates for the CEO Cup were discussed, and the second (12th/13th) and third (19th/20th) week of February were suggested as possible dates. Board will reach out to executive management for guidance before finalizing the date. It was confirmed after the meeting that the dates for CEO Cup will be 12th & 13th .</p> <ul style="list-style-type: none"> ➤ The awards dinner and venue was discussed. Due to budget constraints and the possibility of continued covid restrictions the requirement for a scaled down award ceremony was suggested and discussed. This may result in the awards ceremony to be limited to just winners and players. OPEN ➤ The decision on venue will need to be made soon, if we will be looking to hold this at the same venue as previous years. OPEN
<p>Tournaments</p> <p>New Business</p> <p>1. 2020 Tournament Schedule Update.</p> <p>2. 2021 Tournament Schedule Update.</p> <p>Prior action items</p> <p>3. Relaunch of Tournament Golf Update. CLOSED</p>	<p>1. All 2020 Monthly Medals are cancelled.</p> <ul style="list-style-type: none"> ➤ Reopening tournament will be the Presidents Cup and is set for 11/12th September.

	<ul style="list-style-type: none"> ➤ Saudi National Day Tournament and Ryder Cup dates will remain. ➤ The 2020 Oilmans Tournament is cancelled. ➤ The updated 2020 Tournament calendar will be posted on the website. <p>OPEN</p> <p>2. Not discussed.</p> <p>The need for a SAIT Plate trophy was raised and will be investigated by the Tournament Committee.</p>
<p>Treasurer New Business</p> <ol style="list-style-type: none"> 1. 2021 Budget Preparation, due September 2020. OPEN 2. 2020 Finances and Budget update CLOSED <p>Prior action items</p> <ol style="list-style-type: none"> 1. None noted 	<ol style="list-style-type: none"> 1. All Board members will be required to prepare their own budgets for next year. A template will be sent out to all board members to populate. OPEN 2. An update on 2020 finances were provided. Proshop sales since the reopening have been good.
<p>Facilities (Clubhouse and Pro Shop) New Business</p> <ol style="list-style-type: none"> 1. Clubhouse reopening and Catering update. OPEN <p>Prior action items</p> <p>Clubhouse</p> <ol style="list-style-type: none"> 1. If we can get hand sanitizers put in the clubhouse, pro shop, starter shack, outside on the deck and down at the range that would be the next step for getting us to “reopen the doors”. Jim if you need help please ask for it and I will get some of the other board members/regular members to chip in (Mar) CLOSED 2. Phone line from starter shack not yet moved, and 220v outlet not yet installed (April) CLOSED <p>New Business – Pro Shop</p> <ol style="list-style-type: none"> 1. Reopened Pro Shop and Online feature update. CLOSED <p>Pro Shop</p>	<ol style="list-style-type: none"> 1. An update was provided on a meeting that was held with EPD related to the reopening of the club house. The latest update is to have a soft opening of the clubhouse on 1st September. Soft opening will include the sale of water, soft drinks, snacks and ice. <ul style="list-style-type: none"> ➤ There is currently no further update on the restatement of catering services. The possibility of an external catering contractor taking over catering services is an option that will be explored and menu tasting will be arranged with prospective contractors. OPEN ➤ A question was raised on the possibility of digitalizing the ordering system so it can be

<ol style="list-style-type: none"> 2. Pro Shop on hold pending further announcements on re-opening of the course (April) CLOSED 3. Planned training was cancelled and will be re-scheduled (April) 4. Call with Janice and ForeUp leads to conclusion that the full F&B Module is overkill for our short / medium term needs. We can use current module to cater for the Club House requirements. Janice to review the current configuration to enable Club House use. This approach leaves some exposure for Club House staff to access Pro Shop inventory (April) CLOSED 	<p>done online will out on the course. Possible systems were discussed to facilitate this such as the Foretees functionality.</p> <p>OPEN</p> <ul style="list-style-type: none"> ➤ The Corporate Safety inspection was conducted on the Clubhouse and pro-shop today, the results of which should be available in the next couple of days. OPEN <ol style="list-style-type: none"> 1. The proshop will now be open from 11am to 4pm with a maximum of 2 customers being allowed at anytime. It will be by appointment only and Golf Genius will be used to make appointments. 2. Pictures of inventory to facilitate ordering is ongoing. 3. We continue to work towards a card system that allows us to load our membership cards with prepaid credit to facilitate purchasing items in the proshop. OPEN
<p>Grounds New Business</p> <ol style="list-style-type: none"> 1. Course update. <p>Prior action items</p> <ol style="list-style-type: none"> 1. Tree planting is apparently on hold as the contractor cannot get in – on hold, planting has begun in some areas. Troy has weekly meetings with Jason and Gardening (March) CLOSED 2. From Secretary - Chemicals for Grounds - still on hold. Jeff H, Troy, Ed, Minhaj and upper management are on this (April) CLOSED 3. They should be using this time to really focus on getting rid of the debris and making all of the edges look like the ones on 15 and 17. (March) CLOSED 	<p>A further update was provided on the irrigation issues and the reasons the course is having these problems.</p> <ul style="list-style-type: none"> ➤ The course requires a Filtration System to help solve this issue and remove the plastic that is causing pipes to blow out and sprinkler heads to break. ➤ The course has serious inventory issues due to not receiving an inventory order place over 6 months ago. The maintenance crew does not have water heads available to replace the broken ones.

<p>4. Jim and Troy, it possible please coordinate the lights issue, 1-7-9 especially (March). CLOSED</p>	<p>These issues have resulted in the need for the maintenance crew to continue to hand water the course in several areas. This is a drain on the manpower resources of the maintenance crew which prevents them from attending to other issues.</p> <p>An update was provided on the Tree Planting Program and the removal of the small left over debris in the waste area as well as the conditioning of these Waste Areas. Both programs continue to be on hold and the board will be advised once there is plans to resume. CLOSED</p>
<p>Handicap & Rules New Business</p> <ol style="list-style-type: none"> 1. Handicap & Rules Update (discuss highlights of August standing report)  <p>Handicap & Rules Report Aug-9 Mtg.p</p> <p>Prior action items</p> <ol style="list-style-type: none"> 2. New Laptop needed OPEN. 3. GHIN Kiosks (on hold until after COVID) OPEN. 4. Move Rules Committee back under Grounds Director?– needs board approval (April) – tabled until next meeting. Dropped. Handicap & Rules Director has agreed to keep as-is. Grounds Director agrees and will be on Rules Committee. CLOSED JULY. 5. Rating system for club - Adam to research though current contact as well as lean on Royal Greens for possible assistance (Jan). Stephen addressed this in R&R document edits sent to Jeff M. on May 14th. Added in document the requirements for course rating and hole indexes per 2020 WHS. CLOSED JULY. 	<p>Update was provided on the attached August standing report. Board member can read full report. Highlights covered</p> <p>➤ Handicaps</p> <ol style="list-style-type: none"> 1. <u>SAGA Clubs Project</u>. Other Saudi Aramco golf clubs have approached Rolling Hills to ask if they can use our GHIN Contract as they no longer have a service provider for managing their handicaps. At request of President contacted USGA/TGA to inquiry, and received questions. Met with Ed who is working with SAGA and VIPs to gather information. OPEN. 2. <u>Special Project TM/GG Master Data</u>. Tech Rep from USGA/TGA for TM/GG system contacted me July 21st about issues he sees with how RHGC is utilizing master roster registration in TM/GG, which is not intended for clubs.

<p>6. Missing Score Reviews Jan-Mar (April). Extensive research done with members and Foretees contacts on historical missing scores at handover. A new process has been set-up for use going forward which started week of May 31. CLOSED JULY.</p>	<p>Put him in contact with Jeff Meisner to provide them information and answer inquiries. USGA/TGA has come back with some suggestions for re-engineering our process between membership, GHIN and TM/GG. Jeff is still pulling info together to share with them, once we have an proposed updated process that addressed their concerns, we can evaluate internally before implementing. (Jeff M. leading but will require agreement also by Handicaps and Membership). OPEN.</p> <p>➤ Rules</p> <ol style="list-style-type: none"> 1. Getting organized with Rules coming back under Handicaps. First priority will be on Course Markings, including OB stakes, GUR, etc. Plan to walk course with Grounds Director. OPEN.
<p>Junior Golf New Business</p> <ol style="list-style-type: none"> 1. None Noted <p>Prior action items</p> <ol style="list-style-type: none"> 2. Update on possibility of engaging Othman Al Mulla. CLOSED 	<p>Coby advised that Jake Rosenthal to cover for him if required during his absence OOK.</p> <p>Next Junior Tournament is planned for September 19th.</p>
<p>Ladies' Golf New Business</p> <ol style="list-style-type: none"> 1. None noted <p>Prior action items</p> <ol style="list-style-type: none"> 1. None noted 	<p>Not present and nothing to add.</p>
<p>Media New Business</p> <ol style="list-style-type: none"> 1. Newsletter content ideas. CLOSED <p>Prior action items</p>	<ol style="list-style-type: none"> 1. Not discussed. Nothing to add. <p>The requirement to obtain permissions from players for their pictures taken during tournaments</p>

<p>1. 2020 Golf Ball survey update. CLOSED</p>	<p>to be used on the website should be addressed. Including a permission as part of Tournament registration was suggested. This was referred to the Tournament Director to handle with the help if needed. OPEN</p>
<p>Membership New Business</p> <ol style="list-style-type: none"> 1. 2020 New & Departing Members CLOSED 2. Membership Drive (4th Qtr Recommendation) CLOSED 3. Membership Cards (Photo type & Validity) CLOSED 4. Cart Inspection/Registration (Frequency - TBD) CLOSED 5. Cart Sheds & Waiting List Status CLOSED <p>Prior action items</p> <ol style="list-style-type: none"> 1. Post Layoffs, July– <ul style="list-style-type: none"> ○ Membership, Green Fee Refund update. CLOSED ○ Cart Shed deposit refund, card shed list and reallocation updates. CLOSED 	<ol style="list-style-type: none"> 1. Richard provided an update on the 2020 membership status to date: <ul style="list-style-type: none"> ➤ 108 new members have joined the club (32 single members & 76 Family members). ➤ 49 members have left the club (22 single members & 27 family members). 2. It was recommended and agree that the membership drive would be spread out over the Q4 due to the expectation of a high number of people traveling towards the end of the year and the possible additional difficulties due to Covid restrictions. 3. New membership cards were discussed and requirement to include photos on the cards. Security will be approached to see if they can assist with use of Aramco ID card photos. Failing this photos will need to be taken as part of the registration process. 4. New Cart Inspection stickers need to be ordered, it was agreed that these stickers and inspection will be valid for 2yrs. Additional cart shed numbers/stickers are to be included in the order to cover the eventuality that sheds change hands during the 2 year period. 5. All cart sheds have been allocated and the waiting list is up to date. <ul style="list-style-type: none"> ➤ It was agreed to include a reminder in the monthly newsletter about the Cart rules and regulations. OPEN

<p>Social</p> <p>New Business</p> <ol style="list-style-type: none"> 1. 2020 Golf Ball is cancelled. CLOSED 2. 2021 Golf Ball date is set and date has been entered onto the 2021 tournament calendar. CLOSED <p>Prior action items</p> <ol style="list-style-type: none"> 1. Golf Ball 2020, survey and revised plan. CLOSED 2. Update on any other social event plans. CLOSED 	<ol style="list-style-type: none"> 1. Confirmed that the 2020 Golf Ball will not be rescheduled and will be cancelled. 2. The date for the 2021 Golf Ball will be set and included in the 2021 Tournament Calendar as per other years.
<p>4. OTHER BUSINESS</p> <ol style="list-style-type: none"> 1. Petition received from members to complain about the advanced booking and availability of what are perceived to be prime early morning tee times at weekend. 2. Secretary - Next meeting is scheduled for September 6th. 	<ol style="list-style-type: none"> 1. A committee will be created to investigate the complaints and propose a solution to the problem if it exists. An update or proposed solution will be presented to the Board by the Committee at the next Board meeting. OPEN
<p>5. MEETING ADJOURNED AT 17:45</p>	

**Handicap & Rules Update
August 9, 2020 Board Meeting**

HANDICAP

1 Committee Actions

1.1 Missed Score Postings since last meeting

Week of	Missing Scores Sent	Penalty Scores Entered
June 28 – July 4	50	7
July 5 – 11	26	11
July 12 - 18	73 (a)	12
July 19 – 25	33	7
July 26 – Aug 1	40	(b)

(a) due to 9-hole box on PM tee times not being clicked
(b) planned for Aug 10

NOTE: See prior reports for historical info (started week of May 31)

1.2 Handicap/Peer Reviews

July: One (1) requested by WG due to -9 net score
Status: Concluded. No further adjustment needed. GHIN did automatic ESR adj and no other issues noted

2 GHIN

2.1 GHIN Members

437	active
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2.2 Other Updates

(1) GHIN Kiosks

Deferred to post COVID, when we can safely share screens
Received link to RHGC GHIN Kiosk set-up by USGA <https://kiosk.usga.org/x4d8q9>
Once budgeted can install in Clubhouse area to allow members flexibility for score entry (incl for other players)

(2) Playing Conditions Calculation (PCC)

Automated GHIN adj, if scores are abnormally H or L vs expected scores

Previously Reported:	8	through July 10
New	2	see below

Handicap & Rules Update

August 9, 2020 Board Meeting

<u>Facility Name</u>	<u>Course Name</u>	<u>PCC Date</u>	<u>PCC Adjustment</u>	<u>Rounds Posted</u>
Rolling Hills Golf C	Rolling Hills Golf	7/19/2020	-1	24
Rolling Hills Golf C	Rolling Hills Golf	7/27/2020	-1	53

(3) SAGA Clubs Project: (NEW)

Some SAGA Clubs asked us if they could use our GHIN contact, as their GofSoftware.com system is not WHS compliant. Elevated to Exec Board before approaching contact at USGA/TGA if we can use our TGA GHIN contract. Contacted USGA/TGA and received questions, met with Ed who is working to gather info from SAGA

(4) Special Project with Tournament Director: (NEW)

Tech Rep from USGA/TGA for TM/GG system contacted me about issues he sees with how RHGC is updating master roster data in that system. Put him in contact with Jeff Meisner who has been answering their inquiries. USGA/TGA has come back with some suggestions for re-engineering our process flow related to Membership, GHIN and TM/GG.

3 Education

<u>Month</u>	<u>Topic</u>
Aug	New GHIN Handicap Index and Course Handicap Report

NOTE: See prior updates for previous months articles, etc.

RULES

1 Getting Organized (NEW)

Reviewing Committee Procedures from Rules of Golf, for how best to organize Rules Committee incl members. Will coordinate with Grounds Director who is on Committee per R&R. Also will need to coordinate with Tournament Committee as Rules are clearly organized by Casual vs Competition Play.

2 Course Markings (NEW)

First priority will be on this area including out of bounds stakes, ground under repair, etc. Plan to walk course with Grounds Director to make an action plan.