

RHGC BOARD MEETING
Minutes
Aug 14, 2022 4.45PM
LOCATION: RHGC Clubhouse & ZOOM

Name	Position	Attendance
Elected Officers		
Bruce Waldner	President (BW)	Yes
Tim Billa	Vice President (TB)	Yes
Jeff Meisner	Treasurer (JM)	Yes
Kevin Capstick	Secretary (KC)	Yes
Appointed Directors		
Jim Platt	Facilities Director (JP)	Apologies
John-Paul Scallon	Grounds & Rules Director (JPS)	Yes
Stephen Vezendy	Handicap Director (SV)	Yes
Jake Rosenthal	Junior Golf Director (JR)	Yes
Angela Farley	Ladies Golf Director (AF)	Zoom
Michelle D'Antoni	Media Director (MD)	Yes
Jane Kirk	Co-Membership Director (JK)	Yes
Dianne Le	Co-Membership Director (DL)	Yes
Steve Farley	Social Director (SF)	Apologies
Tracey Jackson	Co-Tournament Director (TJ)	Apologies
Christoffel Steenkamp	Co-Tournament Director (CS)	Apologies
AGENDA ITEM		MINUTES
1. MEETING CALLED TO ORDER by Secretary	4:45 PM	
2. GUESTS	Richard Reed & Janice Anderson	
3. APPROVAL OF PRIOR MEETING MINUTES	A motion to approve the June Minutes as a true and accurate record was made by TB, seconded by JM - unanimous vote.	
4. NEW BUSINESS AND UPDATES BY OFFICERS AND DIRECTORS/COMMITTEES * Order covered may change; Secretary will decide based on agenda or special requests		
New Business 1. Comments and recognition of Richard Reed (Membership Director) and Janice Anderson (Pro Shop); 2. General Update – Club issues 3. Review Roles & Responsibilities of the VP Prior Actions Nil	New Business 1. BW thanked Richard Reed, for his commitment, support and time as Handicap Director, and Janice Anderson, for commitment, support and time as Pro Shop Co Manager. A small token of appreciation was awarded to both individuals. The new Membership Co -Director, Diane Le was welcomed to the Board by BW. 2. BW provided a number of updates concerning communications and work with Community Services (CS): • To date, 225 members have taken the online Cart Operators Quiz. • Communications continues with the Div Head of CS concerning a location for carts (members without a shed); the area by hole number # 1 is the most appropriate (members can park in the View parking lot to access). Updates to Board when required. • All things Golf Carts:	

	<ul style="list-style-type: none"> • Recreation will create a schedule with Gerry (mechanic) starting the week of August 21st. Prior to this date, members can contact Gerry directly. • RHGC is not responsible for, or expected, to contribute in the organization of inspections or quizzes for non-RHGC members. • The same green CS registration stickers will be used for inspections. • Post October 1st, all Dhahran residents will be able to drive a golf cart in the Greater Dhahran area (inside the outer gates and perimeter – e.g. drive to Al Midra, providing the cart has passed inspection, has seatbelts, and the operator has a Cart Operator Card. <p>Ongoing issues/questions with CS re carts:</p> <ul style="list-style-type: none"> • What happens to carts that are not inspected by October 1st? • In order to rent a Golf Cart at the starter, will the renter be required to have an Operator’s license? • When will the rental carts have seatbelts installed on them? • Can RHGC post the Golf Cart Manual on it’s Website? • New Fee Structure - Recreation working on a new fee structure- feedback awaited. • Rakes order, Watering Stations, installation of signs, and repair of irrigation are being overseen by JP Scallon the RHGC Grounds Director. See G&R section. • New signs for Pace-of-Play - RHGC have the original digital copies for each hole. • Vendor for Clubhouse - No progress or information from CS. <p>The role of Vice President – BW made a proposed the role of the VP, as per the policy document “Rolling Hills Golf Club Officers and Directors RHGC.T001” be amended to remove obligations to automatically lead on SAGA events (CEO Cup and SAIT). The reason for this proposal follows communication (verbal & written) from SAGA Co-Chair. A discussion followed on any questions/concerns raised. JPS & SV: the 2022 season is approaching the last quarter and no arrangements have been made to progress/organize the SAIT. SV: what has changed? This has been how event was run before, SAGA sponsored, RHGC hosted and there was an Organizing Committee for the event. Just so happened RHGC VP was always the one named to lead Committee. BW stated that RHGC Board is unable to organize SAIT without prior request from SAGA Chair. Earlier this year an email went out on behalf of SAGA Organizing Committee asking for interest to be on 2022 SAIT Committee, some members were selected (including some RHGC board members) and they have started to meet; also SAGA appointed TB to be Co-Chair SAIT. A motion was proposed by BW to amend the role of the RHGC VP to remove SAGA events, seconded by JM. The motion was approved with six votes for, two abstained, zero against. ACTION: KC to amend RHGC.T001 Prior action items Nil</p>
Vice President	New Business

<p>New Business 1. Oilman Tournament 2. SAIT</p> <p>Prior action items 1. “Lessons Learned”</p>	<p>1. Oilman Update- Teams have been slow to register and work is ongoing to promote the tournament with appropriate vendors. All other matters in hand. ACTION: TB to update Board as appropriate</p> <p>2. SAIT 2022 Update- following a request from SAGA Chair, the RHGC VP is now Chair of the 2022 SAIT Organization Committee. Update provided for information only.</p> <p>Prior action items 1. “Lessons Learned CEO Cup” document OPEN</p>
<p>Treasurer New Business 1. Budget vs Actuals, and Profit & Loss Statement as circulated 14.08.22 2. Membership Fees (2023)</p> <p>Prior action items 1. 2021 Audit update provided. OPEN 2. CEO Cup sent to Recreation and CEO Office payment. OPEN</p>	<p>New Business 1. JM raised several issues regarding two documents circulated to the Board on August 14, 2022 – (a) BudgetvsActuals and the Profit & Loss Statement. ACTION: All Directors to review their respective sections and email JM regarding questions/comments. An area of issue is the payment of staff and the increased cost of transport, customs, inflation etc of items for tournaments, which will lead to a substantial loss. This matter was discussed ACTION: each Board member to consider and send communication to JM re potential solutions.</p> <p>2. Membership Fees (2023) – Discussed in line with BW comments (CS to review) a potential area where the shortfall due to increased costs could be made.</p> <p>Prior action items 1. 2021 Audit update provided. Delay due to summers vacation for reviewing and approval staff. OPEN 2. CEO Cup finances sent to Recreation/CEO Office for payment. OPEN</p>
<p>Secretary</p>	<p>New Business Nil</p> <p>Prior action items Nil</p>
<p>Tournaments</p>	<p>New Business Nil – Both Directors on vacation</p> <p>Prior action items 1. TB and JPS volunteered to assist TJ in this ongoing action. TJ to establish the requirements for each of the four cups; budget matter to be taken to JM. A number of potential solutions to this longstanding action were discussed. ACTION: TJ, TB & JPS to progress</p>
<p>Facilities</p>	<p>New Business 1. Nil – Director on vacation</p> <p>Prior action items 1. Clubhouse – Ongoing matters include: gaps in doorways, three toilet seats missing, lockers in Ladies Room need replacing, AC units need to be installed, tripping hazard in urinals, shower door is missing, furniture for lounge and office required, exterior door handles need replacing, plugs in kitchen required, removal of equipment’s from Men’s Locker Room. JP is in communication with Jake Bury to complete all matters ACTION: JP to update Board</p>

	<ol style="list-style-type: none"> Renovation for Trackman in Golf Pro Teaching Studio is ongoing. ACTION: JP to update Board The mobile Trackman requires a system for booking in/out. It was suggested ForeTees could be utilized. ACTION: JP Dedicated ice machine – ACTION JP to update Board
<p>New Business</p> <ol style="list-style-type: none"> Water Coolers G.U.R. <p>Prior action items</p> <ol style="list-style-type: none"> Course markings for the tree plantation areas Rakes Four signs Meeting with Community Services -Code of Conduct. Pace of Play signs 	<p>New Business</p> <ol style="list-style-type: none"> Water Coolers – After the removal by CS & Rec due to the 2020 COVID restrictions, 9 water coolers have been replaced on the course. It is apparent not all water coolers are filled and therefore players should always ensure they take sufficient water on the course. A number of areas on the fairways are barren, and devoid of grass, normally seen as brown or bare patches. JPS stated these areas will be ruled as Ground Under Repair (G.U.R.). ACTION: JPS to update Local Rules and Conditions of Play for tournaments. <p>Prior action items</p> <ol style="list-style-type: none"> Course markings for the tree plantation areas have been agreed; JPS made request with CS & Recreation to provide the stakes needed to mark the areas. JPS has followed up with CS & Rec; no update to date from CS & Rec. ACTION JPS to update as info item. CS & Rec state the new rakes will arrive in September ACTION: JPS to update as info item. JPS is following up with CS & Rec re the four signs ACTION: JPS to update as info item. CS & Rec agreed Marshalls will support Code of Conduct as per the contract and job description. A training meeting is to be arranged in August by JPS ACTION: JPS to update Board as info. item CS & Rec had not located Pace of Play signs- Follow up required. BW stated the signs are owned by RHGC and compensation is required if the items cannot be found ACTION: JPS to update BW re issue
<p>Handicap</p> <p>New Business</p> <ol style="list-style-type: none"> Code of Conduct Survey Monkey Update August Handicap Report <p>Prior action items</p> <ol style="list-style-type: none"> WHS GHIN Transition Project for Saudi Golf Federation (SGF). Info Item. 	<p>New Business</p> <ol style="list-style-type: none"> Code of Conduct Survey Monkey Update- <ul style="list-style-type: none"> SV stated 70% of membership has completed and acknowledged the RHGC Code of Conduct (COC); The Membership Master Sheet now includes a section to record if the COC is acknowledged (Yes/No/ Exempt). Only Primary and Spouse members have to complete. Exempt is for Dependents and also members who get approval for not having to take COC Acknowledgement (e.g. members who leave the Club/Company); BW asked if the annual membership process will include a continued/or new acknowledgement of the Code. SV stated Membership Director has created a PDF of COC Acknowledgement for “new” members to sign and included in membership packet. This can be used for “new” members in the annual process but not renewals if member already just completed. JM also used this PDF to obtain handwritten acknowledgements from a couple members during check-in the day of August

	<p>MM. ACTION: SV to share with BW the updated form/acknowledgement. BW to update electronic forms.</p> <p>2. August Handicap Report was routed prior to meeting, any questions let SV know.</p> <p>Prior action items</p> <p>1. Four Clubs were implemented earlier this year and are now utilizing GHIN under the Saudi Arabia WHS/GHIN Association. SV reported he has been requested by Golf Saudi to help train a new employee responsible for WHS/GHIN at the “Association” level for Saudi Arabia and also to help implement a fifth member “Club” (Safaa Golf Club - KAUST). Several calls were coordinated and held to start this process. SV reported the work is important in terms of collaboration and working with partners in SGF/Golf Saudi, as RHGC will eventually move its contract from under TGA to SGF at the WHS Association level, potentially as soon as January 2023. BW thanked SV for his commitment.</p>
<p>Junior Golf New Business Prior action items 1. Jnr Tee Boxes.</p>	<p>New Business 1. Nil Prior action items 1. Jnr Tee Boxes. ACTION: JR to update Board as info item.</p>
<p>Ladies’ Golf New Business 1. Autumn calendar for TMLL Prior action items Nil</p>	<p>New Business 1. AF stated the Tuesday block booking was no longer required due to lack of numbers. AF lead a discussion regarding potential initiatives to increase Ladies taking part in events:</p> <ul style="list-style-type: none"> • Include an event on Wednesday evening to allow working ladies to play in event; • Liaise with Stuart Hurstfield to increase numbers of Ladies utilizing RHGC funded lessons; • Liaise with JR regarding monthly medal event on weekend. <p>ACTION: AF to finalize new initiatives and provide info to Board.</p> <p>Prior action items Nil</p>
<p>Media New Business 1. September Newsletter Prior action items 1. Weekly updates on completion of survey. 2. email reminder to members every five days until end date.</p>	<p>New Business 1. All Board members to provide material for the September Newsletter by August 26, 2022 ACTION: All to note and support MD Prior action items 1. Update as per SV input. 2. Update as per SV input ACTION: MD to send email reminder to members every five days.</p>
<p>Membership New Business 1. Nil Prior action items 1. Shed Policy.</p>	<p>New Business Prior action items 1. Shed Policy. Draft to be circulated. ACTION: JK to circulate to Board for consideration.</p>
<p>Social</p>	<p>New Business</p>

	<p>1. Nil, Director on vacation</p> <p>Prior action items</p>
5. ANY OTHER BOARD BUSINESS	<p>1. BW stated he wanted to improve the method in the way membership is informed of the Conditions of Play in tournaments. ACTION: BW, TJ and CS to discuss and implement improved process.</p> <p>2. JPS asked what is status of Trophies action item. BW noted this it is being handled by Trophy subcommittee, and since TDs are on leave, we can get report in the next meeting.</p>
Meeting Concluded	<p>A motion to close the meeting was put forward by SV, second by JR, unanimous vote to close at 6.08 PM</p>