

**Golf Commission Meeting
October 22, 2012
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal (arrived 8:15 PM); Dick DeLibro; Joe DeLuca; Tony Guzzi; Joyce Michaels; Jonathan Turk

Also Attending: Robert Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Property

Members Absent: Tony Johnson

Ron Dray, Chairman, called the meeting to order at 7:30 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of September 24, 2012 . . . A Motion was made by Mr. Guzzi seconded by Mr. Evans to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- None

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)
- Ten part-time seasonal (Messina, DeFrancisco, Quinn, Hoepfner, Markaj, Goodwin, Oleyar, Balkun, Edvardson, Rivera)
- Three summer seasonal (Bowden, Mitchell, Martins)

Maintenance Department Outline:

- The maintenance labor force is slimming down. There will be a push to process all the leaves and then trim the staff to core levels around Thanksgiving.
- The large bad spots on the fairways have been seeded. They need to be rolled and cut, but otherwise rooted very well.
- The fairways on both courses have been aerified.
- A soil test indicated that the Knolls fairways were slightly acidic. A specialized lime was applied at a rate of 500 pounds per acre representing a total of 7.5 tons.
- Secondary areas such as roughs and cart path edges are being aerified and seeded.
- The damaged collars have shown tremendous improvement.

- Mr. Nagashima is working with the purchasing department to develop a RFQ for an architect for the bunker renovation project. The RFQ should go out next week.
- A winter project list is being compiled by the green committee and will include some drainage work.
- Deep tine aeration of the greens will be done on November 12th. There will be no core removal and disruption will be minimal.
- The irrigation system will be blown out in mid-November. The on-course bathrooms will be closed at that time.

Green Committee (Owen Evans):

- The green committee inspected all 27 holes today and will be generating an updated project list including the winter projects.
- Mr. Dray asked that the Commissioners also submit any winter work to be done on the clubhouse.

Director of Golf Operations/Head Professional Report (Bobby Brown):

Golf Operations:

- September Rounds 2012: 8,194 (5,503 Knolls/2,691 Glen) vs. 2011: 6,481 (4,872Knolls/1,609Glen)
- September Income 2012: \$277,119 vs. 2011: \$233,621
- Mr. Brown asked the Commissioners their opinion about the Capture Golf Marketing advertising sample for the golf carts. Everyone agreed that the sign was too big and too glaring. They also felt that the \$8,000 income generated by the advertising was too low. Mr. Brown will bring these concerns to Capture and gauge their response.
- The 2012 fall specials were implemented on Monday, October 22nd in an email blast to 6,000 recipients. The Commissioners were very pleased with the specials and looking forward to seeing some new golfers to Tashua Knolls.
- The Annual Thanksgiving Day shotgun will be on November 22nd at 8:30 AM. The facility will close by 2:00 PM to allow staff to spend the day with their family.
- All 2012 golf shop credits must be redeemed by December 15, 2012
- All outstanding 2012 rain checks must be used by the end of the 2012 season.

House Committee (Ron Dray):

- Mr. Dray reported that he will follow-up to make certain that Mr. Faustini has honored his commitment to install anti-freeze in the clubhouse heating system.
- Mr. Dray will also take over the project to refurbish the stone planter at the start of the course.
- Mr. Dray will also look into the continuing problems with the septic system.

Finance (Jonathan Turk):

Monthly revenue (From POS System)

Total Income (including carts)

<u>September 2011</u>	<u>September 2012</u>	<u>Change</u>
\$233,622	\$277,622	+18.83%

Knolls (including carts)

<u>September 2011</u>	<u>September 2012</u>	<u>Change</u>
\$187,332	\$213,894	+14.18%

Glen (including carts)

<u>September 2011</u>	<u>September 2012</u>	<u>Change</u>
\$44,361	\$56,356	+27.04%

Round Analysis

Knolls

<u>September 2011</u>	<u>September 2012</u>	<u>Change</u>
4,872	5,503	+12.95%

Glen

<u>September 2011</u>	<u>September 2012</u>	<u>Change</u>
1,609	2,691	+67.25%

Items of Note:

- Revenue continues to increase over last year's numbers and the future looks positive. However, weather conditions are the ultimate factor when comparing any year-to-year analysis. A repeat of last year's fine weather into December is historically rare and therefore, Mr. Turk cautions that the revenue numbers, while favorable, may not ultimately exceed last year's numbers by the end of the fiscal year. Therefore, keeping a close eye on spending budget percentages and staying within those constraints is the most prudent action individual committees can take.

Budget

- The budget process will begin in November. Mr. Turk reminded Commissioners that any large projects or purchases needed in the future must be included in the next budget. Please be prepared to present your proposal (information) during the November and December meetings. After hearing your proposals, the Commissions can decide whether to include, postpone or modify your proposal.

Correspondence:

- None

Old Business:

- Mr. Dray reminded all Commissioners that if they are going to miss a meeting they are to let the Clerk know ahead of time so that we can be assured of having a quorum at the meetings.
- Everyone was pleased with how great the cleaned up fencing looks around the 1st and 10th tees. Not everyone was happy that some posts were long and others short, but they agreed to wait until the landscaping was done before taking any further action.

New Business:

- Mr. Dray informed the Commissioners that it has been quite a while since the maintenance department has had an additional supervisor and that it was in the best interest of the course to have someone in charge during the times when Mr. Nagashima cannot be on-site. Mr. Dray introduced Mr. Christopher Gallant to the Commissioners who informed them of his background. Mr. Gallant worked at Aspetuck Valley golf course for three years, moved to a pesticide company where he obtained a State of Connecticut supervisory license, and has been at Tashua Knolls for 10 years. Mr. Gallant was recently obtained a certificate from Rutgers University in Turf Management. He is responsible for the majority of pesticide and fertilizer spraying, is involved in the drainage and bunker projects, is familiar with all of the equipment, and acts in a supervisory capacity to some of the seasonal employees.

Mr. Dray made a motion at 8:18 PM, seconded by Mr. Evans, to approve that Mr. Christopher Gallant act in a supervisory capacity in the absence of or at the direction of Mr. Hidalgo Nagashima based on the qualifications, experience and accreditation of Mr. Gallant. Motion carried unanimously.

Executive Session:

Mr. Evans made a motion at 8:18 PM, seconded by Mr. DeLuca, to move into Executive Session to discuss a contractual matter. Also invited to attend were Bobby Brown and Christine Plumeau, Clerk. Motion carried unanimously.

A motion to exit Executive session was made by Mr. Evans at 8:39 PM and seconded by Mr. DeLibro. Motion carried unanimously.

Adjournment:

A motion was made by Mr. DeLuca at 8:41 PM; seconded by Mr. Turk to adjourn the meeting.
Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk