

**Golf Commission Meeting
December 28, 2011
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Tony Guzzi; Jonathan Turk

Members Absent: George Furkiotis; Dave Galla; Tony Johnson; Jim Steidlmayer

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 November 28, 2011 . . . A Motion was made by Mr. Evans, seconded by Mrs. Deal to approve the minutes as is. Motion carried unanimously.

Election of Officers:

Mr. Evans moved to nominate Ron Dray as Chairman, seconded by Mr. Guzzi. There being no further nominations, the clerk cast one unanimous ballot for Ron Dray.

Mr. Dray moved to nominate Owen Evans as Vice-Chairman, seconded by Mrs. Deal. There being no further nominations, the clerk cast one unanimous ballot for Owen Evans.

Audience Participation:

- Jennifer and Mark Kirkham informed the Commission that they are under contract to purchase a home on Farmstead Lane which directly abuts the golf course. Since entering into a contract in October, they have done further research into the amount of golf balls that have the potential to fall into their yard and now feel that that may be an excessive number. They asked the Commission if there was anything that could be done to help with this problem. The Commission responded that they did not have the authority to decide if anything could be done, but that the situation would be brought to the attention of legal counsel.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)

Maintenance Department Outline:

- No seasonal employees remain on staff.

Project Follow-up:

- Winter preparations are being made. The entire course has been sprayed for snow mold. Course equipment is beginning to be stored for the winter.
- Most of the leaves have been cleared.
- All outdoor bathrooms were winterized.
- Ponds #1 and #2 have been drained.
- The Town has hired a new facilities manager who will be taking over Town coordination of the maintenance area renovations.
- The official OSHA report has been received. The course has incurred fines of \$2,030. An informal hearing will be held on January 3rd in Wethersfield. At that time we will be prepared with a report outlining all the corrections that were made with accompanying invoices and photos. The two largest fines were for an eyewash station and a non-functioning door. Both of these problems have been corrected. We anticipate at least a partial reduction in the fines.
- Lycott Environment has already been contracted for pond treatment for 2012.
- Goose control is visiting seven days a week. These visits are continuing longer into the year due to the warmer weather and the course being open longer.

Green Committee (Owen Evans):

- The Green Committee met to discuss possible renovations to the bunker on #14 and has decided not to make any alterations. The committee also put together the following list of projects:
 1. Drainage on the left side of #15
 2. Drainage on the middle and left side of #17
 3. Drainage on #18 before the turn
 4. Selectively removing some trees between #7 and #8 to allow for more sun and airflow.

Director of Golf Operations/Head Professional Report (Bobby Brown & Jon Janik):**Monthly rounds:**

- November rounds Knolls 2011 – 2,058 vs. 2010 – 2,133, Glen 2011 – 897 vs. 2010 – 776.
- November income 2011 - \$88,886 vs. 2010 - \$74,961. This represented the 2nd best November since 2004.
- The increase in income is due to the nice weekend weather and the fact that we did not offer a weekend fall special.
- December revenue is forecast at approximately a \$20,000 gain.

Golf Operations:

- A meeting with Mr. William Chin, Technology Director, is scheduled for Wednesday to discuss computer requirements at the course.

- The range and pro shop winterization will start this week.
- The phone message will be changed to reflect the golf facility closing.

Pro Shop:

- The pro shop will close on Friday, December 23rd at 4:30 PM.
- Final clearance sales for the season will continue until the pro shop closes.
- All pro shop credits must be redeemed by December 23rd.
- The PGA show is scheduled for January 24 – 28.

Instructional Programs:

- A meeting has been held to discuss the LPGA-USGA Girls golf program for 2012.
- The Junior Golf program will be restructured for 2012.

Other Business:

- Bobby Brown has been appointed to the Connecticut PGA Board of Directors as an Education Chairman. Both Jon Janik and Dave Bove will be helping in that capacity.

House Committee (Ron Dray):

- Two sprinkler heads in the kitchen have been repaired once again due to water leakage. There have been continuing problems with the sprinkler system due to the age of the pipes. The cold air above the kitchen area has contributed to the problem as well.
- Two repairs totaling \$1,500 have been made to the septic systems.
- An alarm in the cart barn needs to be repaired.
- A new lock has been installed on the office door with limited key access. The file cabinets in the office are now locked and security of the information in the office is a high priority.
- The possibility of an additional copier being installed in the men’s locker room will be explored.

Finance (Jonathan Turk):

Revenue 2011

Reported by POS system

Total Income (including carts)		
<u>2010</u>	<u>2011</u>	<u>Change</u>
\$ 74,961	\$ 80,885	+8%
Knolls (including carts)		
<u>2010</u>	<u>2011</u>	<u>Change</u>
\$ 59,561	\$ 64,403	+8.1%
Glen (including carts)		
<u>2010</u>	<u>2011</u>	<u>Change</u>
\$ 14,221	\$ 16,451	+15.7%

Rounds Analysis

	<u>2010</u>	<u>2011</u>	<u>Change</u>
Knolls	2,133	2,058	-3.5%
Glen	776	897	+15.6%

Golf Cart Sales

	<u>2010</u>	<u>2011</u>	<u>Change</u>
Usage	2,154	1,975	-8.3%

Expenses

Items of Note:

- The number of rounds for the Knolls and cart rentals are down for the month. However, revenue is up do to the fact that the winter special pricing was not applied to weekend golf this year.

Budget:

The proposed budget was discussed by the Commission, which represents a 2.25% reduction from the 2009/2010 budget. The majority of the line items were held to last year's levels. The increases were contained mostly to the contractual and bonding line items.

A motion was made by Mr. Evans, seconded by Mr. Guzzi to accept a budget of \$1,997,207 which represents an increase of 2.25%, with the understanding that there may be adjustments in the salary, utilities, and general fund accounts. Motion carried unanimously.

Correspondence:

- A request was received from Mrs. Pat Brennan and Mrs. Carol Grzyb, Co-Presidents of the Ladies's 9 Holers regarding their 2012 season.

A motion was made by Mr. Guzzi; seconded by Mr. Turk; to approve the Tashua Knolls Ladies 9 Holvers requests as follows:

1. Block time for the 2012 season on Thursday mornings beginning in April and ending in November.
2. Invitational Tournament on Thursday, July 12, 2012 with an 8:00 AM shotgun start with carts at residential rates.
3. Couples Tournament on Sunday afternoon September 9, 2012 at resident rates.

Motion carried unanimously.

Old Business:

- None

New Business:

- The 2012 Golf Commission meeting schedule was presented to the Commissioner's with the following changes requested:
 1. The May meeting is changed to the 3rd Monday of the month (May 21) due to the Memorial Day holiday.
 2. The December meeting is changed to the 3rd Monday of the month (December 17) to all for the Christmas holiday.

A motion was made by Mr. Dray; seconded by Mr. Evans; to approve the 2012 Golf Commission meeting schedule as presented. Motion carried unanimously.

- Mr. Evans asked that the speed bump in the driveway to the parking lot on the cart barn side be shaved down at a cost of \$600. The Commission decided to look at the situation in the spring to determine the status of the maintenance budget.

Adjournment:

A motion was made by Mr. Guzzi at 9:05 PM; seconded by Mrs. Deal; to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk