

## **Gallatin Valley Golf Association**

### **Headwaters Golf Course**

#### **Board Meeting – 10/4/2017**

Board Members Present: Board members Treasurer Shawn Long, Chairman Scott Pitcher, Vice Chair Jeff Strickland, Bruce Felz and Secretary Crystal Turner. Jason Combs and Jon Kamps will be late tonight.

Others present were: Mable Deane.

Scott Pitcher called the meeting was called to order at 6:10 PM.

**Approval of September 2017 minutes.** Correction to the minutes as presented – the radio ad on the Eagle is \$179.00/month, not \$159.00 as written. We also need to talk to Dave about cancelling the Eagle radio ad. Bruce Felz moved to approve the minutes as amended. Crystal Turner seconded the motion. Motion Passed Unanimously.

**Financial Report** was given by Shawn Long. He read through the bills paid this week. Negative balance in our checking account at this point so Shawn moved \$5,000 from the Money Market account. Last week we had about \$4,400 in income; this week was only \$150. We have two outstanding checks that need collected, and there is roughly \$6,000 owed on member accounts for charges in this past season. There is also close to \$5,000 in credits members have earned on various leagues/tournaments that they need to spend. Dave has informed Shawn that he performed inventory as of 9/30/2017. He says there is \$12,000 in the entire inventory in the Clubhouse. The Board looked around and was trying to figure out the largest cost stocked on our shelves. There was concern about staff hours as well: one employee worked 55 hours in the past two weeks, another 25 hours, and the manager 80. This is overstaffed for the weather at this time. Scott will talk to Dave about staffing and being austere in the staffing budget. There was also discussion regarding follow-through on the action items given to staff (creating an opening and closing checklist for employees, creating new employee reminders so they have all they need prior to first shift alone, submitting schedules to the Chair of the board). Shawn would like to have Dave work on collecting outstanding balances to help the bills due by 10/9/17, which will be around \$6,000. In January we will start invoicing for the tee hole advertisements too. (Jason Combs arrived at 6:35pm.) The board discussed a clubhouse end-of-season sale.

Jeff Strickland moved to approve the financials and bills. Crystal Turner seconded the motion. Motion Passed Unanimously.

There was discussion on pulling in last year's budgeted number into this fiscal year to start. Each member will review, make tweaks as suggested, and report back with their presentation of a budget. Shawn would like that have something preliminary to work on. Mable distributed a letter to the Board regarding selling her business. She will be working with the new owner, Dave Tudor, over November and tax season. Mable explained to Mr. Tudor that she does not charge us her full rate, or all the hours she puts in (like attending the board meetings). (Jon Kamps arrived at 6:47pm.)

Scott thanked Mable for her years of service. He would like to setup a meeting with Dave Tudor, or invite him to the November meeting. It would be wise to have Mable finish our taxes now that our fiscal year is over, before she is finished with Mable's Tax Service on 10/31/2017. A budget meeting at Mable's office was set for 10/11/17 at 5PM.

**Clubhouse Report** – There was no Clubhouse report.

**Clubhouse Committee** – There was no committee report.

**Greens Committee** John Shampeny reported that the rain helped a lot in getting the turf green again this year. He applied one more fertilizer application and will do one more before the tarps are placed on the greens. The seed he mentioned at the last meeting which was spread is now sprouting. There is a brush pile to be burned which he and the crew will take care of before winter. He has compiled a maintenance list for his crew to perform on equipment when winter arrives. Those jobs with issues will be prioritized, including work on golf carts. John's brother Gary donated parts to be used to fix up some of the carts.

November 1<sup>st</sup> is still the goal for tarping the greens, but it may need to be done sooner, weather dependent. He knows we need the income but protecting our greens is protecting our income for next year.

They started painting the hand rail on the new entrance this week, but have not finished because of rain.

**GVGA Member Comments** – There were no GVGA member comments.

**Old Business** – Cameras to be installed next Monday night (10/9/2017).

Donation Blocks – Crystal presented the donation block order form and pricing. There was discussion regarding Denny DeLaitre possibly buying the engraving equipment. He also does block engraving as a fundraiser for Trooper DeLaitre Park and so is interested in buying the equipment himself and performing engravings for us. Prices to the board were discussed – from Goose Ridge is will cost \$120 travel fee, and \$105 per block engraving. There was discussion regarding reducing the options of corporate logos, ranch brands, and just offering a corporate price. This would be a higher rate to those purchasing, but for a permanent advertising most businesses would see it as a deal. Crystal Turner moved to approve prices starting at \$200 for letters only, logos/brands to be sold for \$1,000. Shawn Long seconded the motion. Motion Passed Unanimously.

Scott met with Andy's Glass to inspect our windows and door. He said the front door can be fixed with a continuous door hinge, running around \$450. Windows can also be fixed rather than replaced. The sill is removed, take the stationary pane out and replace the glass. All front clubhouse windows could be repaired in this manner for \$700. Andy suggested a reflective film on the windows in the hallway leading to the new ramp entrance, for \$600/each. A door in this area, with glass and ADA compliant, would be \$1,800. Jason Combs asked if Andy golfed and if he would be interested in any trading. Scott Pitcher said Andy seemed open to some trade, but not all of the costs.

Crystal will follow up on the Thank You cards Main Street Office was going to prepare a draft of. We could send these to those who donate, or when we send rounds of golf to other tournaments, employees who go above and beyond (with a thank you gift), etc. There was discussion again about getting Bob Cass a thank you gift certificate for not selling to minors and being recognized by law enforcement for doing the right thing. The board wants to get something for Bob, but with our financial restraints right now this will have to happen later.

**New Business** – 11/19 Hope Lutheran Church silent auction. Shawn asked the board if it would be OK to donate a couple 9-hole passes to this auction. The board agreed.

The Kiwanis Food Bank fundraiser tournament is scheduled for 10/15/2017 @ 3PM.

Bruce Felz wondered about having a message board to inform those not tech savvy (not following on Facebook or checking our website) someplace where everyone would see all these events that we have at the course. We could post tournament dates and other events. Jeff Strickland suggested the old school sign – then it was realized it is being used for messages to the students at the student parking lot. Great idea though and the board will keep this in mind.

The next meeting will be held **November 9, 2017 at 6PM at the Clubhouse.**

Crystal Turner moved to adjourn. Jon Kamps seconded the motion. Motion Passed Unanimously.

Meeting adjourned at 7:45pm.