

GOLF COMMITTEE

Frye Island Golf Course

Minutes of Winter Meeting of February 22, 2014

A. MEMBERS PRESENT: Laura Davis, Mike Hurley, John Kett, Vic Solomini, Bob Thurston, Jim Hirsch, Todd Keigwin, Tom Canty and Kenny Henchett

B. OTHERS PRESENT: None

C. LOCATION: John Kett's House in Billerica

E. PRIOR MINUTES: Posted on Frye Island Website (Documents/Minutes)

F. EXECUTIVE SESSION: None

G. CURRENT SESSION:

1. Laura Davis opened the meeting with a discussion of a break out of revenues between the course and the club house showing a loss of \$8,848.233 and the golf course with net profit of \$9,719.35. Concern was raised that the view of revenue and expense for Leisure Lounge had incorrect allocations (i.e., entire Golf Operations salary and expenses should be prorated based on hours when course is not open). A recommendation was made to assign a person to sit with Leisure Lounge/Pro Shop Management, Course Management and town officials to review revenue and expenses details on a monthly basis to gain a better understanding of line items. It was also noted that the employee expense line was significantly overspent. This continues to be an issue and will require budget revision. . Todd Keigwin was assigned to be the contact. Some financials (Reserve, Liability and Misc. account balances) were not available for discussion during the meeting; however, will be included in the updated minutes.

Todd Keigwin to create a Check Register system/ Cost tracking system for on the PC in the Pro Shop..

Laura Davis to look into a Point of Sale Beverage system to track Leisure Lounge beverage sales to aid in efficiency at the bar.

Review of Golf Year 2013

- Reseeded Women's 3rd Tee
- Tree Trimming course wide
- Enlarged 4th Green
- New Bar in Clubhouse
- New Furniture inside and out in Club House
- Moved Fire Pit
- New Sprinkler System in Club House
- New Facing and Under Neath Sealant of Upper Deck
- Keg Room

2. The un-audited 2013 Financials (as of December 31, 2013) indicate the following:

OPERATIONS 2013

Operating Revenue = \$ 237,105.99 (5.6% increase over 2013)

Operating Expenses = \$227,386 (8.9% increase over 2013)

Positive Cash Flow = \$9,719 (55% decrease over 2013)

RESERVES:

Operations Reserve Account \$60,179.39

Equipment Reserve Account approximately \$9,828.73

LIABILITIES

Pro shop liability is \$8,220.76 (Must verify with Pro Shop Manager in Spring to ensure these are non-Member – Sebago Lake Getaway Tournament) credits as the Policy is to not carry over year-to-year)

MISCELLANEOUS:

The Pro shop inventory is \$3,624.65

Leisure Lounge Renovations is \$1,617.31

Sue’s Kitchen \$1,325

Based on feedback from our Membership, the Committee opted to keep the trail fees flat for 2014.

Other rates have been increased to support the Golf Budget as approved by the Town during the Annual Town Meeting. Below are the fees, pending Executive Committee approval.

3. Proposed 2014 FEES TO THE EXECUTIVE COMMITTEE

ITEM	2008/9 Actual Fee	2010 Actual Fee	2011 Actual Fee	2012 Actual Fee	2013 Actual Fee	2014 Actual Fee	
Individual Membership*	575	590	605	625	660	675	
Family Membership*	860	875	900	925	975	1000	
Annual Youth Fee (18 or under)	NA	NA	350	350	350	350	
Trail Fee	200	205	210	215	220	220	
Initiation Fee	500	500	500	500	525	525	
Week Day Youth (16 or younger)	10	10	10	10	10	10	
Week End Youth (16 or younger)	20	20	20	20	20	20	
Week Day Adult	20	20	22	24	25	27	

Weekend Days and Holidays	30	30	32	34	35	36	
Weekday Twilight (after 5 PM)	13	13	15	17	18	20	
Weekend Twilight (after 5 PM) A	15	15	18	20	21	23	
Sunday Scramble Fee (9 holes)	15	15	17	18	19	20	
Pull cart - 9 or 18 holes	4	4	4	4	4	4	
Rental clubs – 9 or 18 holes	12	12	12	12	12	12	
Use of gasoline cart for 9 holes	16	16	16	16	16	16	
*Use of Individual non-registered Carts for 9 holes	NA	10	10	10	10	10	
Use of gasoline cart for 18 holes	26	26	26	26	26	26	
*Use of Individual non-registered Carts for 18 holes	NA	20	20	20	20	20	
Three Day Pass	45	45	50	50	55	60	
Week-Long Unlimited Golf Pass	110	115	120	135	140	150	
Tee Sponsor \$150							

*\$25 Discount for Memberships and Trail Fees paid prior to May 15.

Tom Canty motioned to accept the new set of Fees, John Kett Seconded. Unanimously approved.

4. Tentative Tournament Schedule for 2014 is as follows:

Date	Tournament Name	Organizer(s)
May 24	Memorial Day Ryder Cup	Mark Thomas
June 7	Superintendents' Revenge	Dana
June 20?	GE Tournament (Private)	Tom Bishop
June 21 - 22	June Invitational (Private)	John Kett
June 28	Summer Open (Private)	John Hodge

July 1 – Labor Day	Club Championship	Bruce & Brian Nisula or TBD
July 5	Steak and Hot Dog	John Kett, Bob Thurston
7/19	Night Golf	John Kett/Mike Hurley
8/23	Night Golf	Tom Canty/ Jim Hirsh
August 9 - 10	Member-Guest	Jim & John Hodge
August 16	Presidents Cup with Lunch	Laura & Vic
September 5 - 7	Sebago Lake Great Escape (Private)	Mark Thomas
September 20	TKE Fall Classic (Private)	Jim/John Hodge
October 4	Captains Choice Scramble	Bob Laura & Ken
Oct 18	Cross Country	Bob & Todd

The 2014 tournament schedule has availability for additional tournaments (both for members and outside events). Interested sponsors should contact the Pro Shop Manager or Mike Hurley, Tournament Director. Additionally, each sponsor must review course requirements with Golf Superintendent. Discussion was also conducted relative to the need to publish how handicaps will be used (i.e., 80% based on Gold Tees, Senior tees and recalculating handicaps based on use of those Senior tees). Each tournament sponsor will be required to identify the handicapping to be used as they promote their event.

5. Golf Committee Organizational Assignments for 2011 were agreed as follows:

<u>Person</u>	<u>Assignment</u>
Bobby	Course Coordinator
Mike	Club Tournaments Coordinator (provides oversight) See listing of Tournaments Individual Tournament Organizers
Laura Davis	Clubhouse (Pro Shop and Lounge) Coordinator
Vic	Sunday Scramble Coordinator
Jim Hirsch	Volunteer Work Coordinator
Vic	Charity Events Coordinator
Tom	Handicap Subcommittee
Jim Hodge	Maine Golf association/USGA Liaison
Ken	Tee Marker Sponsorship
Jim Hirsch	Employee Appreciation
Todd	Financial Oversight

6. Pro Shop Renovations/ Projects

- New Roof needed on Club House
- New Siding Needed on Club House
- Rot on the back of Club House needs to be fixed
- Inside Lights in Club House need to be replaced

7. Tee Maker Sponsors

Tee Marker rental will continue at \$150/year. Laura Davis will contact Calvin Nutting to issue invoices to sponsor for the 2014 season (excluding AC Docks as they did not receive the credit they were due for not having their marker installed during the 2013 season).

A Notice will be put in the FINS regarding Tee Marker Sign Openings

8. Staffing: Laura Davis reviewed staffing with Dana. Most of the existing staff is expected to return; however, there will be one part-time position that Dana will recruit for.

9. WORK DAY(s): Work Days to be determined by Jim Hirsh after a discussion with Dana & Jim. Discussion centered around projects other than clearing brush such as painting the club house and making benches A first Work Day was proposed for May 18

10. Fund Raiser/Social Events

a. Ice Cream Social Dates: May 24 - July 4 - Aug 30

b. Club Dinners: June 7 John K & Ken; July 12 Mark; August 2 tbd; Sept 13 tbd

11. Collections:

Employee Appreciation Collection will be conducted prior to and during the 2012 Annual Golf Membership Meeting, advance notice will be provided via e-mail to the Membership distribution list. It was suggested we start as early as possible.

12. Course Objectives, Operations and Procedures

It was suggested we advertise in the FINS for a Part-time "Starter for a few hours on weekends to keep up pace and monitor activity on the course

Dana's priorities

Keep Greens healthy

Expand Greens on 6,4,5,8 & 7

Improve Cart paths to fix and prevent equipment damage on 1, 2, 5, 6, 7

Minor Equipment Requests

Weed Wacker

Push Commercial Lawn mower

Major Equipment Requests

York Rake

Utility Vehicle for Employees

Small Tractor

Sprayer

Replace Cups & Flag Sticks – We will advertise donation opportunity for Members

Replace Tee Markers – We will advertise donation opportunity for Members

Replace 3 golf Carts - Dana and Jim Hodge will research prices:

- a) Replacement of 3 carts via rental or lease program
- b) Replacement of up to 6 carts via rental or lease program
- c) Research feasibility of rental or lease with lease-to-own option

13. Policy Changes

No Policy changes were discussed; however, Golf Policy Handbook will be updated to reflect 2014 rates upon approval by the Board. Additional changes may be warranted at that time.

14. Maine Golf Association

- a. No action was discussed at this time.

15. Long Range Plan

- a. Equipment Purchases – Dana will research prices
 - York Rake (goes on back of tractor)
 - Reclaim on cart path
 - Utility vehicle for employees to use on the golf course
 - Small John-Deer-like tractor w/bucket
 - Sprayer
 - Leaf Vacuum
 - Weed wacker

1. OTHER BUSINESS

Laura Davis to talk to Rec. Comm./ Nancy Donio Re: Recreation plans and potential use of Bocce/ Horse Shoe Pits at Golf Course

Laura Davis to discuss with Lounge Mgr Re: providing Hot Dogs in the Club House ... Membership is asking for better quality hot dogs to be made available during lunch times. An idea was suggested to get teenagers to cook hot dogs and hamburgers around noon time on Saturdays and Sundays and make them available to golfers at the turn

John Kett proposed opening the Club House Bar for Red Sox Games in July & August. Laura Davis to talk with Lounge Manager re: feasibility (staffing and budget).

A suggestion was made to invite talks with the Wagners about letting them access utilizing the kitchen at the club house or importing appetizers in from the Cafe on a lease basis or commission basis as an income generating option.

Mark Thomas made a suggestion to reinstating the Afternoon Mixed Scrambles.

John Kett asked for a discussion regarding special rates for tournaments. It was determined that only discounts would be allowed when the organizer went through Laura Crosby with Rats Based on a schedule developed by Bruce Nisula. Any exceptions must be decided by the Golf Committee. Laura Davis will review 2014 rates to ensure the discounts are in line with current rates.

1) **SET 2010 MEETING SCHEDULE**

- Golf Committee Meetings after the Sunday morning Scramble (5/11, 6/8, 7/13, 8/17, 8/31 10/5)

J. MEETING ADJOURNMENT

- 1) Adjourned at 2:30 PM. Motioned by Laura Davis Seconded by Tom Canty
Unanimously approved

Respectfully submitted,
Michael Hurley
Secretary, Golf Committee