

GOLF COMMITTEE

Frye Island Golf Course

Minutes of Winter Meeting of January 27, 2007

- A. MEMBERS PRESENT: Don Davis, Laura Davis, Mike Hurley, Mike Mazzola, Bruce Nisula, Vic Solomini, and Mark Thomas
- B. OTHERS PRESENT: None.
- C. LOCATION: Meeting Room, 271 Mill Road, Chelmsford, MA 01824
- D. CALL TO ORDER: Director Thomas called the Meeting to order at 9:15 AM Saturday, January 27, 2007.
- E. PRIOR MINUTES: The draft of the prior meeting (9-23-06) had been previously approved by unanimous vote over the internet.
- F. EXECUTIVE SESSION : None
- G. NEW BUSINESS

1) Review of the Golf Year 2006 is as follows:

- a) Installed new kitchen sink and appliances.
- b) Placed fencing between cart path and first tee.
- c) Installed screen door for Pro-Shop entry.
- d) Organized a successful Labor Day Dance.
- e) Organized popular and successful dinners.
- f) Expanded pond on Hole 5 toward the green.
- g) Purchased two gas golf carts and new pull carts.
- h) Organized three Ice Cream Socials that were popular.
- i) Membership workdays were productive, especially the effort placed on leveling the fairways and clearing dead branches on Holes 1 and 2.
- j) Dredged pond on Hole 2.
- k) Replaced patio furniture in front of Clubhouse.
- l) Acquired a used utility vehicle for course projects.

2) The un-audited 2006 Financials indicate the following:

OPERATIONS 2006:

Operating Revenue = \$184,680
Operating Expenses = \$164,874
Positive Cash Flow = \$19,806

RESERVES:

Operations Reserve Account balance as of December 31, 2006, was approximately \$39,554.50.

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Equipment Reserve Account balance as of December 31, 2006, was approximately \$25,569.77.

The above reserve account balances do not include the positive cash flow from 2006. This will be added after the audit is complete.

LIABILITIES:

A tractor was purchased during 2004, for which the payments were to be made (interest-free) over four years (2004 – 2007). As of the date of this meeting, two of the payments have been made. According to information received from Wayne Fournier, the vendor has indicated that the remaining two payments are due in 2007 and 2008.

The accounting procedures for the Pro-Shop Liability Account (scramble awards) will be reviewed and modified if necessary this year.

MISCELLANEOUS:

Recent expense-revenue details show unexpected telephone charges in November and December, 197.67 and 76.69, respectively, which will be investigated.

For 2007, the budget will show the Course and the Pro-Shop/Lounge separately. The Pro-Shop inventory was not available at the meeting.

3) The 2007 Fee Schedule was discussed.

It was deemed in the best interests of both the Course and the Island to encourage participation of the younger generation in golf. **A motion was made by Laura and seconded by Mike M. to establish a weekend youth (16 or younger) fee at \$20. Unanimously approved.**

A motion by Mike H. for the charge for second carts of the same owner to be \$90 was not seconded and was withdrawn. A Motion by Bruce to increase the Trail Fee to \$190 was not seconded, and was withdrawn.

A motion was made by Bruce and seconded by Laura to increase the Individual Membership fee to \$555, the Family Membership to \$835, the Trail Fee to \$180, in addition to adding the Weekend Youth Fee of \$20. The Motion passed unanimously, thus recommending the following 2007 fee schedule to the Executive Committee:

ITEM	2006 Actual Fee	2007 Proposed Fee
Individual Membership*	540.00	555.00
Family Membership*	810.00	835.00

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Trail Fee		175.00	180.00
Initiation Fee		500.00	500.00
Three Day Pass		45.00	45.00
Week Day Youth (16 or younger)		10.00	10.00
Week Day Adult		18.00	18.00
Weekend Days and Holidays		30.00	30.00
Twilight (after 5 PM) Adult#		13.00	13.00
Scramble Fee (e.g. 9 holes Sunday morning)		15.00	15.00
Use of pull cart per 18 holes (9 holes same price)		4.00	4.00
Rental clubs per 18 holes (9 holes same price)		12.00	12.00
Use of gasoline cart for 9 holes		16.00	16.00
Use of gasoline cart for 18 holes		26.00	26.00
Club Storage		50.00	50.00
Week-Long Unlimited Golf Pass		100.00	100.00
Weekend Youth (16 or younger)			20.00
*\$25 Discount for Memberships paid prior to May 15.			

4) Tentative Tournament Schedule for 2006 is as follows:

<u>Date</u>	<u>Tournament</u>	<u>Organizers</u>
Sat, May 26	Ryder Cup	Don
Jun 23-24	June Invitational (Steve Daigle)	Steve
Sat, Jun 30	Steak and Hot Dog	Mark, Mike M
Jun-Aug	Club Championship	Laura
Jul 28	Night Golf	Don
Sat, Aug 4	Rally for a Cure	Laura
Aug 18,19	Member-Guest	Bruce, Mike H
Sat, Sep 1	President's Cup	Vic, Laura
Sep 7-9	Sebago Lake Escape	Mark
Sat, Sep 22	Shoot Out	Bill, Mike
Sun, Oct 7	October's Best	Vic
Sat, Oct 13	Cross Country	Mark, Vic

5) The 2007 staffing plan for the Course and the Lounge is the same as that used during 2006.

6) Golf Committee Organizational Assignments for 2007 were agreed as follows:

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<u>Person</u>	<u>Assignment</u>
Bruce	Course Coordinator
Bruce	Outside Tournaments Coordinator
Mark	Clubhouse (Pro Shop and Lounge) Coordinator
See listing of Tournaments	Individual Tournament Organizers
Bill	Sunday Scramble Coordinator
Laura	Work Days Coordinator
Laura	Tournaments Coordinator
Vic	Charity Events Coordinator
Don	Handicap Subcommittee
Don	Maine Golf association/USGA Liason

7) Three new Tee Marker Sponsors have tentatively taken all previously remaining markers. Mark will be contacting the office regarding sending out this year's invoices.

8) The following issues pertaining to the course were agreed upon: a) The Women's Tee Marker on Hole 3 should be moved to a more visible position in relation to the cart path; b) The grass on the Women's Tee on Hole 3, is of poor quality, and may need so have some trees cleared to allow more sunshine—a possible Workday project; c) The grass in front of the pond on Hole 3 should be a high priority this spring; d) The dead pine next to Hole 9 may need to be brought down to protect the green; and e) The grass on the hill in front of the 5th tee usually burns in summer; if loam is needed in this area, then it should be added to that area as a part of the 5th Tee project (Note that Vic intends to have an excavating machine on the Island during the 2007 season, and has indicated that he would be willing to help the course).

9) Periodic frustrations with the antiquated computer in the Pro-Shop suggest replacing it this year (using the supplies budget). Don will look into what we have, what we need, and what's available.

10) It was agreed that a fairly wide range of golf-related items (other than clubs, balls, gloves, and garments) could be retailed in the Pro-Shop, and that Laura C. would be encouraged to use her judgment in making the selection.

11) Laura D. will complete work on an earlier, existing draft of a letter to Frye Islanders, extending to them an invitation to join the Golf Club. It may be possible to include it in the winter newsletter.

12) The Club House Expansion project evoked considerable discussion. A variety of positives were brought out: a) Wayne has confirmed that donations to the Town, which are tax-deductible, can be ear-marked for a particular project; b) Kitchen and a handicap bathroom would be on the first floor; c) The space would

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accommodate mid-size events and meetings for the Town and the Golf Club; d) The resources we have can be used more efficiently to serve civic, social and tournament events; e) The space would not be competing with larger, existing Town facilities such as the Community Center and restaurant. Mark read some comments emailed from several Members, which were mixed in enthusiasm. It was also reported that the disposition of the community concerning contributions was mixed. Among problems encountered is that architects are understandably reluctant to get involved with such a low budget project, especially in light of the liability that accompanies the drawings they would make. That said, a specific floor plan and a well articulated vision of what the addition would do for the community in general and for golf in specific might well persuade the skeptical to become supporters. So, it was decided that a specific drawing of the layout of the space would be prepared under the leadership of Mike M., and an explanatory memo would be prepared with Don's leadership, both of which would be circulated for the community to consider before testing further the feasibility of raising the funds.

13) It was reported that Jim has made good progress in mapping the irrigation system valves, drains, heads, and pipes, and that an operations manual and drawings can be expected to reach completion this spring.

14) The budget Jim proposed for rebuilding the 5th Tee (a project initiated several years ago and stalled due to contractor expense) indicated sand/loam \$2450, finish work 2000, sod 2000, and irrigation/landscape 500, for a total of \$6950. The materials would be stockpiled during the summer, and then a temporary tee established in the fall, when work on the tee would start. Our employees would do most of the work. The Committee was enthusiastic about the project, and plans a meeting in the spring to work on the final design.

15) It was decided that with the purchase of two used golf carts during 2006, the course's fleet is sufficient to meet its general needs. Additional carts will be purchased in future years as the older ones in the fleet fail.

16) A schedule of workdays was selected as follows: May 20, June 10, Sept 16 and Oct 14. Adding loam, seed, and hay to areas of the fairways that need leveling will be continued, and perhaps some tree thinning around the tees will be planned.

17) Ice Cream Socials are scheduled for Sun, May 27, Sat, July 7, and Sun, Sep 2.

18) The immediate problem of inefficient air conditioning in the Lounge, and the longer-term problem of what type of heating/cooling system to plan for the potential addition were discussed at length. After hearing reports about options and considering various proposals, it was decided that it made the most sense to solve

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the immediate air conditioning needs of the lounge by adding a second window unit. The second unit would be used when the initial unit became overwhelmed. Later on, a heat pump system serving just the addition seemed most sensible since it would be used only when the addition was being used.

19) Don reported that with respect to handicap requirements, the Golf Club is now in good standing with the USGA. He noted that course requirements could be fulfilled via the internet.

20) A considerable amount of effort at the meeting was expended under the watchful eye of Mike H. to revise the Yardage Booklet that will be sold in the Pro-Shop. It is expected to be ready this year.

21) The following clubhouse and/or course improvement projects were given the timeframe for action indicated in parentheses:

Major Capital Cost

1. Purchase Equipment as needed.
 - 2007 -Utility Cart (used \$3,000)
 - 2008 - 72" Rotary Mower in 2008 (new/used \$18,000/\$10,000)
 - 2009 - Fairway Mower (\$28,000/\$15,000)
 - 2010 - Greens Mower (\$18,000/\$10,000)
 - 2011 -One Ton Dump Truck (\$28,000/\$15,000)
2. Golf carts.
3. Finishing the 9th Tee area construction.
4. Driving Range.
5. Putting Green/Practice Bunker.
6. Rebuilding 5th Tee. (2007)

Minor Capital Cost

1. Add a fence similar to that on Hole 1 Tee by the Women's Tee on Hole 8. (2007)
2. Add a guard rail by the pond on the 8th.
3. New Air conditioner(\$1,000) (2007)
4. Fountain(s).
5. Print Yardage Guide Booklet. (2007)
6. Replace the remaining old chairs and tables.

Greens keeping Staff (or Lounge Staff)

1. Repair area in front of the pond on Hole 3. (2007)
2. Reconstruct 5th Hole Tee. (2007)
3. Remove dirt mound on 9 and plant grass.

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4. Improve drainage on 2nd hole front of tees and between pond and green.
5. Repairing, re-leveling, and reseeding tees where needed.
6. Improve definition of cart path on 3 and 6. Add bluestone.
7. Remove Bunker on Hole 5.
8. Enlarge Women's tee boxes on Holes 3 and 9, and improve grass thereon.
9. Add a fairway bunker on 7. (Future Consideration)

Membership (Minimal Cost)

1. Loaming over the holes and ruts on the fairways.
2. Clearing of brush, branches and rocks from woods.
3. Replace defaced ceiling tiles and defective screens. (2007).
4. Maintenance of Tee Markers to provide color without obstructing plaques.
5. Clear trees around those Women's Tees with grass problems.

22) The Committee voted to recommend to the Executive Committee the following changes to the Operations Policy Handbook :

a) Under Section 5. General Services, Twilight Greens Fees add, “(seasonally adjusted for daylight).” Proposed by Vic, seconded by Laura, and unanimously approved.

b) Under Section 7. Golf Cart Usage add the words, “i. All privately owned golf carts must be registered in Maine.” Proposed by Bruce, seconded by Laura, and unanimously approved.

c) Under Section 10. Outside Tournaments, paragraph a., delete everything after the first sentence through to the word “play.” Proposed by Bruce, seconded by Laura, and unanimously approved.

d) Under Section 10. Outside Tournaments, delete paragraph c. Proposed by Bruce, seconded by Laura, and unanimously approved.

e) Under Section 11. General Course Rules, paragraph r. Employee Golf Privileges, delete paragraphs 1 through 3, and add the words, “1) Town employees who work at least 20 hr/wk are allowed free Individual Membership without voting rights during the period of employment. 2) The Golf Superintendent is allowed free Family Membership without voting rights during the period of employment.” Proposed by Don, seconded by Vic, and unanimously approved.

f) Under Section 11. General Course Rules, paragraph s., add the words, “or the Golf Superintendent” after the word, “Committee.” Proposed by Bruce, seconded by Don, and unanimously approved.

23) Previously, the following expenditures, which the Committee intends to make during the 2007 fiscal year, from the Equipment Reserve have been approved by the Board of Selectmen: a) \$5400 tractor payment; and b) \$2900 for a Club Car Utility Vehicle (August 12, 2006 Minutes).

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24) Proposed Expenditures from Reserves: A motion was made by Bruce and seconded by Laura to recommend to the Executive Committee/Board of Selectmen that from the Equipment Reserve \$3,000 be approved for the purchase of a utility cart to replace the EZGO, which is on its last legs; and that from the Operations Reserve, \$8,000 be approved for rebuilding the Tee on Hole 5, and \$1,000 be approved for the purchase of a window air conditioning unit for the Lounge. If approved, the actual transfers will be made if and when specifically requested by the Golf Committee. Unanimously approved.

H. CORRESPONDENCE AND ANNOUNCEMENTS

1. Future Meeting Dates as follows:

Immediately following Sunday Scrambles on the following dates:

May13, Jun3, Jul 1, Aug 5, Sep 2, Oct 7.

Annual Meeting will be held the Sunday of Labor Day Weekend (Sep 2).

I. MEETING ADJOURNMENT

1) Adjourned at 5:05 PM.

Minutes approved via the Internet on -----.

Respectfully submitted,

Bruce C. Nisula
Secretary, Golf Club Committee