



Minutes: Golf Course Advisory Committee

23 November 2015

The regular meeting of the Middle Smithfield Township Golf Course Advisory Committee was held on November 23, 2015 at 8:30 AM with Ray White presiding in and as Holly Freese recording secretary.

Board Members: Ray White, John Smith, Mike Sweeney, Craig Wetherbee
Township Staff: Supervisors Annette Atkinson and Mike Dwyer (not present), Pro-Shop Manager Don Henry, Whispering Pines Coordinator Erin Groome, Groundskeeper Bill Parr, Budget and Finance Manager Ray Wolfe (not present) and Digital and Operations Projects Manager Steven Natiello, Pro-Shop Kevin Dixon.

Meeting called to order at 8:41am

Minutes and Agenda

- Will review and approve minutes from 10/26/15 at the next meeting.

Whispering Pines. Erin Groome

- No changes in events.
- Leon Clapper repaired toilets.
 - Water is still dripping, circulator on top of boiler still leaking, needs to be fixed again ASAP.
- Still having issues regulating the temperature in the bar.
- Cooler repair quoted and approved, just need to be in contact with the company.
- Throwing the old tables out and bringing the new ones in between now and New Year's Eve.
- Going forward checks for events will be held instead of cashing them and cutting new checks. Checks will also not be returned until after the event and a proper inspection of the hall can be done.

Pro Shop. Don Henry

- Revenue up 7%, 1,800 rounds over, food up 1% from last year.
- 39 outings this year compared to 20 last year
 - Most outings are not buying food
- Pro shop up 30% in sales.
- Things are getting cleaned up for the end of the season.
 - Carts are being picked up 12/07 or 12/8 depending on the weather.
 - Should do a walk through prior to note any damage or things that need to be fixed.
 - If carts aren't picked up on Monday, guests will have last call to play.

Financials. Ray Wolfe

- Ray on vacation, can't review financials.

Marketing. Steven Natiello

- Pushing memberships and Person of the Year/New Year's Eve.
 - Moving to the selling tickets phase of NYE
- Save the date email blast to homeowners

New business:

- The Awards night was 11/22 for members for championship trophies, there were 28 people total.
 - Do championship series in August next year, during the season while most golfers are still here.
- Create a subcommittee to create a plan to keep the momentum going to put the golf course up for sale.
 - No recent appraisal done.
- NYE
 - Home owners are being solicited by Great Bear—4 hour bar, no dinner, \$210 per couple.
 - CCP- Meal, hours d'oeuvres, cash bar \$60 per person.
 - Room setting should be reversed from what it was last year. Put the screen in the back of the room so people aren't trapped by the presentations.
 - Up and down with prices—saving some money on the linens, still will need napkins. Favors and centerpieces don't need to be purchased, still have them from last year.
 - Table tents still need to be done. Caterers and DJs are secured. Need to verify supplies, finalize the menu, arrange for bartenders. Prepare the check for the DJ and set up the room no later than 12/30. Final check will be the day of the event.
 - Ticket Prices need to be finalized—\$ 60 per person, need to be out by the 12/1
 - There needs to be a progress meeting no later than 12/11
- Next year suggested to do POTY/NYE separately because it doesn't work out well according to residents. Too late in the process to separate events this year.

Correspondence:

- *n/a*

Meeting Adjourned at 10:23am

- Ray White made a motion to adjourn. Mike Sweeney seconded the motion. Motion passed 4-0. The next meeting will take place on November 23rd at 8:30 at the Whispering Pines.