

KMG
MEETING MINUTES
FEBRUARY 21, 2012

MEMBERS PRESENT

Vice President: Curt Wiser
Secretary: Noel Ocen
Board Members: Pete Farner, Bill Hauke,
Parks and Recreation: Frances Jewell
Economic Development: Jerome Kisscorni
Business Manager: Thomas Skrobola

MEMBERS ABSENT

President: Chuck Clinard
Jack Bullard
Bill Roschek

STAFF PRESENT

Director of Golf: Dean Marks

VISITORS PRESENT

City Commissioner: Barbara Miller

Approved minutes are forwarded to: Scott Borling, Clerk's Office

1. Meeting called to order at 7:08 pm. Minutes from the 2/2/12 Special Meeting were corrected and a motion to accept the minutes was made by Tom, seconded by Pete, and approved by the board.

2. GOLF ASSOCIATION OF MICHIGAN PRESENTATION.

Two representatives from the GAM made a presentation to the board regarding rejoining the GAM. The board agreed that rejoining the GAM provides a number of benefits to the courses and to those members who choose to purchase individual memberships. We are waiting for them to get back to us regarding use of our handicapping system for the remainder of 2012.

3. BUSINESS MANAGER'S REPORT.

Tom Skrobola explained that the City Commission has approved obtaining \$175,000 through the city's general obligation bond process for large capital improvements. Funds should be available by the end of March. The allocation roughly covers the \$25,000 POS system, \$30,000 inside equipment for Milham, \$40-50,000 for course equipment, \$44,000 liquor license, remainder of \$25-30,000 for Milham clubhouse improvements.

4. MILHAM CLUBHOUSE COMMITTEE REPORT.

Curt presented 3 preliminary clubhouse renovation proposals. After discussion, it was agreed that the board would provide these contractors with a detailed description of exactly what we want, and then ask them to make proposals based on our specifications.

5. LIQUOR LICENSE REPORT

Curt indicated that a price of \$42,500 has been quoted for the liquor license, and an additional \$1,500 for the broker to take the license through the approval process. Past experience dictates that the intervention of a broker is essential to successfully obtaining the license. Curt and Frances are continuing to work on this.

6. DIRECTOR OF GOLF REPORT

Dean presented a 2012 Membership Breakdown. To date, memberships are holding very steady compared to last year, and membership income is up. As a result of the unusually warm winter, Milham has been open for business whenever possible and greens fees in excess of \$2,000 have been collected to date.

Dean also provided the board with a detailed list of the equipment he has purchased for Milham and the items that are still to be purchased. There are some repair items on the club house that have not yet been priced.

Frances asked Dean to resurrect the 5-year plan for purchasing major equipment that Rick Laux provided last year. This plan will be used as a guideline for purchases, and can be updated and revised as needed.

Dean has determined that the names of staff operating equipment must be updated on the insurance policies.

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7. OLD BUSINESS

Appointment of 1 new board member. The board still has one appointed position available. Members were asked to bring suggestions to the next meeting.

Red Arrow. Dean is reviewing what is needed to get Red Arrow back into shape.

8. NEW BUSINESS

COMMITTEE FORMATIONS

Greens Committee: Bill Hauke was appointed chairman of the greens committee.

Marketing Committee: Curt Wisner was appointed chairman of the marketing committee. Dean and Pete will be part of this committee.

Board Calendar/contract oversight: Pete Farner will create a calendar of agenda items requiring periodic board review and oversight: e.g. capital expenses needs analysis & budgeting, insurance, licensing, contract items (including annual budget), course conditions, Director of Golf review, etc.

KMGA membership account retention: Noel Ocen was appointed chair of the membership committee. Dean will be part of this committee.

Chairpersons are encouraged to appoint non-board members to these committees.

ANNUAL PLANNING SESSION

An annual board planning session will be scheduled for a Sept/Oct date t/b/d. This will be an extended meeting of approx. ½ day in duration at which the current year's progress will be reviewed, and the next year's specific objectives will be determined.

CAPITAL EXPENSE ISSUE

Tom moved and Curt seconded a motion to authorize Dean to spend \$10,000 for the repair and replacement of the range machines at Milham & Eastern. The motion was approved.

APPROVAL OF COURSE RATES

Rates are approved by the Board and included in the annual budget presentation submitted to the City Commission for approval. The Director of Golf can bring suggested rate changes to the Board for approval throughout the year. These interim changes do not require approval by the City Commission.

CHARITABLE CONTRIBUTIONS

All charitable contributions must be documented and reviewed with the board.

PROMOTIONAL PROGRAMS

Pete made a motion, seconded by Curt, that Dean has the discretion to participate in promotional programs which are below a hard dollar cost of \$2,500. Programs exceeding \$2,500 in hard dollar costs must go to the Board for approval. The motion was approved. Going forward, a record of redeemed coupons should be maintained in order to determine the actual costs to the courses.

RED ARROW

Bill observed that Red Arrow is in need of leaf clean up. Jerome suggested that because Red Arrow is an asset of the city, they may be able to assist with tree removal and other things requiring use of heavy equipment that the city has, but general clean up is KMGA's responsibility. It was then suggested that some of the junior golf participants might be able to volunteer for clean up in exchange for playing privileges.

The meeting was adjourned at 9:55

Respectfully submitted by,
Noel Ocen, Secretary to the Board

