

KALAMAZOO MUNICIPAL GOLF ASSOCIATION
BOARD OF GOVERNORS
MEETING MINUTES
March 20, 2012

MEMBERS PRESENT

Vice President:	Curt Wiser
Secretary:	Noel Ocen
Board Members:	Jack Bullard, Pete Farner, Bill Hauke, Bill Roschek
Economic Development:	Jerome Kisscorni
Director of Management Services/CFO:	Thomas Skrobola

MEMBERS ABSENT

President:	Chuck Clinard
Parks and Recreation:	Frances Jewell

STAFF PRESENT

Director of Golf:	Dean Marks
Greens Superintendent	Rick Laux

VISITORS PRESENT

none

Approved minutes are forwarded to: Scott Borling, City Clerk

1. The meeting was called to order at 7:00 pm. A motion to approve the minutes of the February 21st meeting was made by Tom Skrobola and seconded by Pete Farner. The motion passed.
2. Tom Skrobola introduced Tom Kannally from Ayres-Rice Insurance. Tom Kannally and Dave Hess (City of Kalamazoo) met to review the policy covering the KMGGA and the courses. Ayres-Rice has proposed converting to an Auto Owners policy with substantially improved coverage for a lower premium. Tom Kannally summarized the features of the new policy for the board. Tom Skrobola made a motion to change the insurance provider to Auto Owners through the Ayres-Rice Agency. Pete Farner seconded the motion. The motion passed. A copy of the new insurance binder is attached to these minutes in the City Clerk's file.
3. Business Manager's Report. Tom Skrobola distributed and explained a "Proposed Policy for Financial Accounting/Reporting". The goal of this policy is to develop a transition, financial operating, and reporting plan for 2012. Tom Skrobola moved adoption of this proposal. Noel Ocen seconded the motion. The motion was approved.
4. Greens Superintendent Report. Rick Laux summarized the maintenance program to-date. The only added expense due to the unseasonably warm weather is some additional chemical expense to suppress the poa annua seed heads. The courses are generally in good shape.
Rick presented a list of obsolete machinery which he suggested be sold for scrap. Tom Skrobola moved and Jack Bullard seconded a motion authorizing Rick to sell the listed equipment for scrap and to report back to the board on the proceeds. The motion passed.
5. Director of Golf Report. Dean reported that we've had a good start to the year. The POS system is installed and live at Milham, soon to be live at Eastern. We have 31 carts at Milham and 41 at Eastern. We've had record numbers of rounds at both MP & EH due to the great weather. The canopy and outside carpeting at MP are deteriorated and will have to be replaced. The Spring Festival is scheduled for 4/21 & 4/22. EH has a new range machine. Dean will get bids on banquet tables for EH. RA is targeted to open on 5/15. Memberships are strong so far.

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Dean has received a bid for \$2,800 in electrical upgrades plus \$1,000 for cords for the additional carts needed at MP. After thorough discussion, Tom Skrobola moved and Jack Bullard supported a motion to authorize Dean to spend a total of \$3,800 to install the electrical upgrades at MP to maintain an additional 20 carts.

6. Remodel Committee Report. Jack Bullard gave an update of the remodel committee report. Two architects have been approached. There may be issues about bringing the bathrooms up to ADA standards and also adding a fire sprinkling system. Further examination of these issues will be done.

7. Liquor License update. Tom Skrobola moved, and Bill Roschek seconded, a motion to authorize Chuck Clinard and the City Manager's designee to sign the sale agreement with the seller, Bill Wright. The agreement includes \$4,000 earnest money upfront and final payment of \$36,000 when it closes in July. The motion passed.

Tom Skrobola moved, and Jack Bullard seconded, a motion to authorize Chuck Clinard and Ken Collard's designee to sign a consultation agreement with Wayne Deering. The fee is not to exceed \$2,000. The motion passed.

8. Pete Farner developed a contract and compliance agenda for inclusion in the KMGA monthly meeting agendas. The final draft has gone to Chuck Clinard. Tom Skrobola moved and Bill Hauke seconded that the President & executive committee review this proposal and make a recommendation to the board for its adoption into the KMGA's procedures. The motion passed.

9. There is still one open appointed position available on the board. The board is unaware of any applicants for the position at this time. A question was raised about the qualifications of these appointed board members. A copy of The Constitution was not available during this discussion.

(Note: The Constitution of the KMGA reads as follows: "(ii) two City residents who have a demonstrated interest or background in golf, turf management, finance or accounting and who shall be appointed by the city Commission...". The way this phrase is worded suggests that these appointees can be, but do not have to be, KMGA members.)

10. Noel Ocen mentioned that the KMGA has volunteered to put on a fund raiser for Sarkozy Bakery (which was destroyed by fire) when Judy and Ken Sarkozy decide how they intend to reestablish their business. Noel has been in touch with Rob Peterson from DKI who is coordinating efforts to assist Judy and Ken, and she will pursue this further.

11. Frances Jewell suggested we establish a standard time when special meetings might be established. Meetings must be posted for the public 24 hours in advance. A chairman must be present at the designated site. Other members constituting a quorum can be on the phone. Tentatively, the board suggested Tuesdays as need requires.

12. Tom Skrobola suggested that materials for distribution at any monthly meeting must be submitted to the chairman by the Tuesday in advance of that meeting. Everything should be put in PDF format and distributed as an Agenda Packet to board members by the Friday before the meeting. Curt Wisner moved and Jack Bullard seconded a motion to adopt this procedure. The motion passed.

The meeting adjourned at 9:35.

Respectfully submitted by
Noel Ocen
Secretary