



CVWGC Board Meeting Minutes

Meeting of 7/20/2023

President (Judy Brooke)

- The Board Meeting was called to order at 9:03 a.m.
- Roll Call—Board Members present: Judy Brooke, Vickie Oland, Debbie Steele, Kathy Belvel, Donna Sugden, Patti Parker, Gail Ellingwood, and Suze Ericson.
- Quorum met.

Officer Reports

- **Vice President (Vickie Oland)**
 - Nothing to report.
- **Secretary (Lorna Johnston--absent)**
 - Judy Brooke presented the June Meeting Minutes for approval. No revisions were recommended.
 - Debbie Steele moved to accept the June minutes as is.
 - Motion seconded by Kathy Belvel.
 - All were in favor. June Meeting Minutes accepted without changes.
- **Treasurer (Debbie Steele)**
 - The June budget was presented for review and approval.
 - Checking account: \$3,940.92.
 - Savings account: \$1,194.88.
 - Outstanding payments: GHIN payment for new member (Kathy Hanley), and Suze Ericson has one invoice to submit for payment.
 - All checks have cleared.
 - Donna Sugden moved to accept the June 2023 Budget.
 - Motion seconded by Patti Parker.
 - All were in favor. June Budget accepted without changes.
 - Discussion Item:
 - Debbie Steele has been valiantly trying to contact the IRS to have our address changed on record to that of the CVGC.

ACTION ITEM: Debbie Steele will contact the IRS to change our mailing address on file. *Note: Debbie sent an email after the Board Meeting confirming that she was successful in contacting the IRS. Our address has been changed in their records, and they will send confirmation to the golf course.*

Committee Chairs

- **Technology Chair (Kathy Belvel)**

- Kathy created a “**Games We Play**” table in the database. This table is for use by the Tournament Chair. Kathy has created instructions on the use of this table which can be found on the website under the “Board Action Center.”
- The auto-generated email process (part of the online application process) performs spotty at best and is not fixable. Kathy contracted with a company for assistance, and they eventually advised her that they do not support the application. Sometime before the end of the year, those involved in the process will meet and work on creating email templates for their part of the process. In addition, we will create a process document for this procedure.

ACTION ITEM: Judy to set up a meeting later in the year (most likely post-season) for Chairs who will be involved in the application process to create emails associated with their position. At that time, we will also create a process for future Chairs in these positions.

- **HSTP:**

- Regarding the last play day at Toiyabe, players were instructed to pick up their ball after reaching a double bogey to speed up play. According to USGA, to post a score where you have picked up your ball, you must estimate the number of strokes it would take you to finish the hole. Most players (both our team and other teams) did not do this, so those scores are not postable.
- Donna Ward, HSTP Captain, sent out an email to all team captains to vote on replacing the current policy of disqualifying teams whose scorecards were not signed by all players. This request was generated by some teams who forgot to have all team members sign the scorecards. CVWGC was not one of those teams. Donna was proposing to change the disqualifying penalty with a policy of adding a two-stroke penalty to the team’s score. Kathy voted “no” on behalf of CVWGC on this change, keeping it with the current disqualification status.
- Debbie Steele has been talking to Vickie Rutledge about volunteering for the open HSTP Captain position. Kathy will reach out to Vickie and initiate the process of getting her onboard.
- Kathy found a glitch in her programming for our HSTP roster and will work on fixing it.

ACTION ITEM: Kathy will work on fixing the glitch in the HSTP roster programming.

ACTION ITEM: Kathy will contact Vickie Rutledge to start working with her and getting her up-to-speed on the Captain position responsibilities.

- **Handicap Chair (Gail Ellingwood)**

- A request for a Co-Chair for the Handicap Chair position was made at the last General Membership Meeting. Judy will continue to pursue this until it is filled.
- Our newest member, Kathy Hanley, has been entered into the system and should be ready to go. She requested that her tees be changed from the red to playing from the yellow tees. She has a 53.4 handicap making her eligible for the yellow tees. Gail and Donna both made this change.
- Shana Lakso’s last name was corrected, and Gail will communicate with her that it has been fixed.

ACTION ITEM: Gail will communicate with Shana Lakso that the misspelling of her name has been corrected.

- **Rules Chair (Patti Parker)**

- Patti asked how many members we currently have and how many of them are new. Judy responded that we have a total of 58 members, and 16 of them are new this year. Patti followed up by asking how that compared to previous years. Debbie Steele said she is going to put together a report for the Board.

ACTION ITEM: Debbie Steele will put together an annual comparison report on Club membership and new members for the next Board Meeting.

- **Bylaws/House Rules Chair (Jan Singyke—absent)**

- Revised House Rules were completed and posted on the website.

- **Membership & Publicity Chair (Suze Ericson)**

- We have another new member, Kathy Hanley. I will be her mentor for her first two weeks. She completed her application on Tuesday, July 11th. Debbie has received her check. Kathy brings our total membership to 58!

- **Tournament Chair (Donna Sugden)**

- No new discussion items.

Old Business

- One of Judy's action items from last month was to contact the golf course to see if they would send us an invoice so we could use their address. Manya said they did this once before and got burned, so she turned us down. We are, however, pursuing other avenues with Zellè.
- Job Descriptions:
 - Thank you to Debbie Steele for updating the Treasurer's job description.
 - Update on job descriptions:
 - Sunshine Chair (Beverly Hefferly)—Judy completed.
 - Birdie Tree Chair (Debbie Knapp)—Judy completed.
 - Membership & Publicity Chair (Suze Ericson)—Needs to be completed before the end of the season since you are taking on a new position next season.
 - Home 'N Home Chair—This may be more documents uploaded rather than a "Job Description" as it is very comprehensive including a timeline for all activities associated with planning and coordinating the event (Judy Brooke will complete after this upcoming Home 'N Home).

ACTION ITEM: Judy to create a job description for Home 'N Home Chair, gather all associated documents she has created, and send them to Kathy Belvel for posting on our website.

ACTION ITEM: Suze Ericson to revised the current Membership & Publicity Chair job description.

- Tournament Chair job description needs to be updated:
 - Judy will work with Donna after her vacation to update the Tournament Chair job description and will be sure to add the following to the job description:
 - Tracking new members who do not have an established handicap so that they do not receive payouts until they have established a handicap after five stroke play games.

- Add a statement about receiving the print-out from the Pro Shop listing all the members who have paid into the side games for use to verify eligibility.

ACTION ITEM: Judy and Donna will set up a meeting to write the Tournament Chair job description.

- **Home 'N Home**

- The Board provided email approval to give Chef Steve and his helper, Barbara Sarasondo, a \$150.00 gratuity for their food and beverage service that day; and our photographer, Sean Lynam, a \$100.00 cash. Judy delivered these the week of July 3rd.
- Steve sent me a very nice note which I forwarded to the Board, thanking us for making their day.
- Sean also texted me how appreciative he was of the unexpected gift, and he is using it for his Hawaii vacation.

- **Scramble with the Men's Golf Clubs:** Judy is still initiating talks with both the Thursday Senior Men's League and Friday Fred Coons men's group to see if they are interested.

ACTION ITEM: Judy to continue working on contacting the men's group leaders.

New Business

- Our new **Birdie Tree Chair** position was filled by Debbie Knapp. Judy will take over her responsibility for providing the Record Courier with photos and articles from our special tournament play days until next year (2024 season) at which time whoever is the Membership/Publicity Chair will add this to their responsibilities.
- Judy would like to find one or two members to takeover putting the KP markers and Drop Rock in the appropriate golf carts every week.

ACTION ITEM: Judy will start discussions with both Monica Siewertsen and Joan Sciarani. *NOTE: An email was sent to both members asking if they would be willing to take on this responsibility.*

ACTION ITEM: Suze will take responsibility for attaching pens/pencils to all three KP markers.

- Sandy Trainer's last Tuesday playing with the Club was July 18th. She and Jack will be moving to Arizona fulltime and she is having surgery before she heads out. Suze Ericson suggested painting a large rock for everyone to sign. In addition, we will put together a nice basket of things she always handed out Tuesday mornings. We will target the next General Membership Meeting, August 8th, to honor Sandy.

ACTION ITEM: Judy will contact Sandy to make sure the date we're targeting will work for her.

ACTION ITEM: Judy will locate a nice, large river rock from around the golf course and paint it. *NOTE: Judy found the perfect rock at the golf course and will work on painting it this week.*

ACTION ITEM: Vickie Oland will put the rest of the basket together.

- Following is a recap of the "**Are You Interested**" survey. 33 members completed the survey. The results are as follows:
 - Are you interested in playing in a scramble with the Senior Men's Golf Club with a tee time around 8:00 a.m. to 8:30 a.m.?

Yes	13	39.39%
No	10	30.3%
Maybe	10	30.3%
Total	33	100 %

- If you answered “yes” or “maybe” which day(s) of the week would work for you? Select all that apply.

Monday	17	50%
Wednesday	17	50%

- Would you be interested in our women’s club putting together a Nine & Dine evening. What this would include is nine holes of golf with a tee time of 4:00 p.m. (green fee would be your regular green fee for 9 holes), \$5.00/person towards a prize fund (cash, not run through the golf course), dinner afterwards at the Caron Valley Country Club, and non-golfing spouses/significant others would be invited to join the group for dinner.

Yes	16	50%
No	10	31.25%
Maybe	6	18.75%
Total	32	100 %

- If you answered “yes” or “maybe” which day(s) of the week would work for you. Select all that apply.

Monday	15	28.3%
Wednesday	17	32.08%
Friday	11	20.75%
Saturday	6	11.32%
Sunday	4	7.55%

- Based on the survey results, Judy will start looking at putting together these two events. Most likely we will target late September/early October for the Nine & Dine.
- Arranging a scramble with the Men’s Clubs will be based on working out a date that is best for both groups and is TBD.

- **Wine & Appetizer Social:** Judy sent out a survey for the volunteers to select dates for the event. She is still waiting for more of the volunteers to complete the survey before finalizing the date; however, it is currently looking like **Friday, September 22nd**. If that ends up being the date, Judy proposed moving the September Board Meeting from Thursday, September 21st to Thursday, September 14th so we don’t have back-to-back events. This proposal was accepted by the Board.

- The Social volunteers are Beverly Hefferly, Debbie Steele, Debbie Knapp, Dianne Ford, and Rosanne Berlen.
- Reminders about this event:
 - Open to members and their guests.
 - Members will provide wine/beer/adult beverage and an appetizer to share.

- There will be a small per person fee to attend, \$7.50/person.
- The money we collect will be used to help offset Club expenses.
- The Clubhouse at Aspen Park (where Judy lives) is free to use. It has a partial kitchen, and all tables and chairs are included at no cost. Once the date is finalized, Judy will reserve the room.
- Between Debbie Steele (who stores event “stuff” at her house for the Rotary) and Judy’s sister, Jeanne (who is a party queen), we should have all the party “stuff” we need to pull this off!
- Judy purchased two items to support this event: (1) Big Dot Wine Bingo game (\$17.15) and wine charms (quantity 50) as a gift for attendees (cost \$9.55). These costs (along with any other costs we incur) should be offset by the fee we charge attendees.

ACTION ITEM: Judy will set up a meeting with all the volunteers to start planning the event.

- **Announcements**

- The next Board Meeting is Thursday, August 17th, at 9:00 a.m. at the Clubhouse. **Please mark your calendars!**

Adjournment

- Patti Parker moved to adjourn the meeting.
- Motion seconded by Debbie Steele.
- All were in favor. The meeting was adjourned at 10:00 a.m.