



CVWGC Board Meeting Minutes

Meeting of 1/16/2025

President (Judy Brooke)

- Meeting called to order at 10:00 a.m.
- Roll call: Judy Brooke, Vickie Rutledge, Vickie Oland, Debbie Steele, Janet Brown, Kathy Belvel, Dale Ann Luzzi, and Lorna Johnston
- The Quorum was met.
- **Off Season Get-Togethers:**
 - **January** – Wine and Appetizer Social – Friday, January 17th, 3-6 p.m., Lucky Strike Bowling Alley. Approximately 30 people have signed up to attend.
 - **February** – Clothing Swap – Friday, February 7th, 1-3 p.m.
 - **March** – Pre-Season Social, one week before opening day, March 25th at 11 a.m. to 1:00 p.m.

Officer Reports

- **Vice President (Vickie Oland)**
 - Nothing to report.
- **Secretary (Lorna Johnston)**
 - Lorna presented the December Board Meeting minutes for approval.
 - Debbie Steele motioned to accept the minutes.
 - Vickie Rutledge seconded the motion.
 - All were in favor and the December minutes were accepted without changes.
- **Treasurer (Debbie Steele)**
 - Debbie presented the December financial statement for review and approval:
 - Checking account balance: \$ 3,899.60 (2 outstanding checks totaling \$185.92 with a current balance at \$3,713.68
 - Savings account balance: \$1,081.95
 - See Page 5 for a 2024 Financial Year End Recap put together by Debbie.
 - Debbie is going to try a 30-day free trial with Quicken which allows reporting but will not be hooked up to our account yet. Kathy Belvel is going to go through the Quicken program with Debbie.

- Some problems with NNGA collecting their dues along with our club dues. The NNGA/OJR (Online Join & Renew) payment page is not clear. The first button shows only NNGA dues \$46 and the second button which says CVWGC \$84. The CVWGC button does not clarify that the \$84 fee encompasses both the NNGA fees of \$46 and the CVWGC club fees of \$38, totaling \$84. As a result, Debbie is having to send reminder emails to our ladies to complete payment and/or application.

ACTION ITEM: With her next weekly email, Judy will include an explanation of the NNGA/OJR (Online Join & Renew) payment page and ask everyone to click on the CVWGC button to pay both fees.

- Presently, NNGA plans to do auto renewal on February 9th. This has caused some problems with our club accounts because some of our ladies have been applying for the next season since early December. Our board discussed the best time to do auto renewal would be December 1st before each upcoming year.
- In the past, NNGA allowed two dues to be credited which were applied to the President's Cup and Club Champion winners in our club. They did not do that this year and did not inform us. Debbie Steele would like to credit Kathy Belvel for her GHIN fees as she has already completed her application. This was approved by the board.

ACTION ITEM: Judy will email Cameron MacGregor at NNGA to get clarification on the complimentary GHIN fees based on club membership.

Discussion Topics

- **Nine-Hole League**

- So far 5 people have checked the nine-hole league box.
- The promotional flyer was changed, approved, and printed.

ACTION ITEM: Judy will contact Julie Stanton, new member, to explain she will have to begin in the 9-hole league until she has an established handicap.

- **2025 Golf Season**

- At the December board meeting, Kathy made a motion to change the application process to December 1st for the 2026 season. That would mean she would have to close 2025 down from October 1st-November 30th. Vickie Oland seconded the motion. All were in favor and the motion was passed.

Note: Judy can't input the December Board Meeting date by closing on November 30th, but Kathy can fix this.

ACTION ITEM: Judy will make the change to the House Rules and notify the membership that the dates will change in 2026. This has not been done yet.

Committee Chairs

- **2024 Co-Chairs**

- Vickie Rutledge introduced Dale Ann Luzzi who will be her Tournament Co-Chair. They will work together this year so that Vickie can train her.

- Shana will be traveling extensively next season so Gail Ellingwood kindly offered to go back to being Handicap Chair and Shana will assume the Co-Chair position.
- Debbie Steele has offered to help Gail input scores until she can golf again. We would also like to start training someone else to help her while Shana is away.

ACTION ITEM: Judy will send out an email asking if anyone is interested in filling the open Board Co-Chair positions.

- **Handicap Chair (Shana Lakso—absent)**

- Shana completed an FAQ for 9-hole league. Kathy Belvel recommended that we incorporate the FAQs within the 9-Hole League summary document rather than listing them separately. A separate FAQ document will then be posted on the website under the FAQ section.

ACTION ITEM: Judy will review the document and FAQs with Janet Brown and Carla Rueff to include some FAQs.

ACTION ITEM: Kathy will add the 9-Hole FAQs to our website.

- **Tournament Chair (Vickie Rutledge)**

- We reviewed the draft of the 2025 Tournament Schedule.
- Home 'N Home with Fallon and Dayton—June 17th.
 - Discussion of including the string game during Home 'N Home. We decided against it as it is too time-consuming.
 - We would like to sell mulligans for the weeks we donate to Suicide Prevention, September 2nd, and Breast Cancer, October 7th.
 - We added a Guest Day on April 22nd. Vickie Rutledge will need to know which guests are coming in advance as she needs to add each guest individually to Golf Genius ahead of time.

ACTION ITEM: Judy will make a flyer to advertise our Guest Day.

- **HSTP Chair (Sara Dombrowski-absent)**

- Kathy Belvel was approached and asked that CVWGC host the October HSTP tournament play day. This will be Friday, October 10th. We need to allocate some funds from the budget for this event.

ACTION ITEM: Kathy will update the website to change the qualifying information to red tees.

- **Rules Chair (TBD)**

- We are still looking for a Rules Chair but will wait until after we know our membership for next year.

- **Membership & Publicity Chair (Monica Siewertsen—absent)**

- Nothing to report.

- **Bylaws/House Rules Chair**

- Reviewing the Bylaws and House Rules was tabled until next month.

ACTION ITEM: Debbie Steele volunteered to type up the Bylaws and House Rules with the modifications discussed at a previous board meeting and send out to the Board. We will need to discuss these changes at our next meeting.

Old Business

- **Job Descriptions**

- Only one job description—**Membership Chair**—still needs to be written. Monica has not had access to a computer so she will hand write the description and give to Judy to type.

ACTION ITEM: Monica needs to write out the Membership Chair job description. Add to job description responsibility for sending the CVGC the updated membership application.

- **“Teeing Up for the Cure” Golf Tournament Update**

- The last item to close out the tournament is to identify Team Lead positions and then document the procedures for each Team Lead for the 2026 tournament.

- **Chair Position Status**

- Current open positions are Rules Chair and Bylaws/House Rules Chair.
- In 2026, the following chairs will be open: Treasurer, Membership, and Handicap. We need to find co-chairs for these three positions.

New Business

- **Year End Survey**

- As of January 15th, 39 responses have been received. Most comments on the survey are positive.
- Kelly King asked to be removed from Board e-mails. She has been receiving them as Past President. The Board approved removing her from Board e-mail communications.

Announcements

- The next Board Meeting is **Thursday, February 13th at 10:00 a.m.** at Debbie Steele's home.

Adjournment

- Vickie Rutledge motioned to adjourn the meeting.
- Debbie Steele seconded the motion.
- The meeting was adjourned at 12:10 p.m.

CARSON VALLEY WOMEN'S GOLF CLUB YEAR END FINANCIAL RECAP

- 1. The actual total number of paid members in 2024 was 74 (78 initially paid but four cancellation refunds were issued)**
- 2. Due to the cancellations the actual amount of funds available =\$3,354**
 - a. 74 Membership (\$37.50) fees = \$2,775.00**
 - b. 74 Eclectic (\$7.50) funds = \$555.00**
 - c. 74 Hole-in-One (\$1.00) funds = \$74.00**
- 3. With the above corrections to the income section CVWGC actual total income was \$21,663.13, less \$19,921.15 in expenses for a net income of \$1,741.98.**
- 4. Check #1316 payable to HSTP for \$40.00 was never deposited due to banking issue on their end. An email was sent to them at the end of the HSTP season requesting they return the check since they could not deposit it. However, the check was never returned. Therefore, we do not have the check to document it as being voided so a copy of the request is included to support why these funds were added back.**
- 5. Our year-end balance in the checking account is \$3,807.60, in the savings account is \$1,081.95 for a total = \$4,889.55.**
- 6. Our monthly reserve requirements are \$500.00 for checking; \$300 savings; \$1000.00 for unexpected expenses; for a total of \$2,205.00.**
- 7. Our current checking and savings balance, less our reserve requirements, totals a cushion amount of \$2,684.55.**

Debbie Steele
Treasurer