

BBVCC Golf Committee

Minutes June 12, 2015

Attendance:

- a) **Present:** Bill Begue, Herb Beitel, Ron Bogen, Don Gardner, Rob Goodman (Chairperson), John Schaefer (Vice Chairperson), Jim Smolik (Board Liaison), Joan Tape
- b) **Absent:** Al Hawks
- c) **Visiting:** Ken Hoffer, Joe Holdridge, Zac Rector, Jim MacMillan, Bill Quick (Greens Keeper Liaison),

1. Call to Order: 2:00 pm

2. Approval of the Agenda:

- a) It was:
 - i) **Moved** by Don Gardner
 - ii) **Seconded** by Joan Tape
 - iii) **Carried** to approve the agenda as written.

3. Approval of Minutes

- a) It was:
 - i) **Moved** Ron Bogen
 - ii) **Seconded** Jim Smolik
 - iii) **Carried** to adopt the minutes of May 14, 2015 as written.

4. Greens Keeper Report: Zac Rector

- a) Zac stated that some of the grass is going dormant so less mowing is needed.
- b) Bill Begue asked if some of the dead trees on the course could be removed. Zac stated that he would mention this to Steve Brand.

5. Golf Shop Manager's Report:

a) Joe stated that May was a busy month on the course. The Whatcom Seniors tournament was played, and there have been large turnouts for men's, ladies (20 recently which was a record), and couples golf. Joe briefly mentioned some statistical figures and forwarded the following tables to Rob Goodman for inclusion in the minutes;

Item	May 2015	May 2014	May 2013	May 2012	May 2011
Member 9 Hole Rds	773	749	684	481	241
Member 18 Hole Rds	445	430	335	94	122
Guest 9 Hole Rds	124	121	101	93	40
Guest 18 Hole Rds	164	64	106	28	38
Total 18 Equivalent Rds	1057.5	929	834	409	300.5
9 Hole Fees Collected	\$2,144.00	\$1,730.71	\$1,632.00	\$1,197.00	\$511.00
18 Hole Fees Collected	\$2,692.00	\$1,234.25	\$1,485.00	\$500.00	\$684.00
Total Fees Collected	\$4,836.00	\$2,964.96	\$3,117.00	\$1,697.00	\$1,195.00
Punch Card Fees Total	\$0.00	\$290.00	\$120.00		
Member 9 Hole Rds YTD	1090	4416	4276	5140	
Member 18 Hole Rds YTD	689	2885	2284	2515	
Guest 9 Hole Rds YTD	174	1237	1260	1409	
Guest 18 Hole Rds YTD	218	595	529	698	
Punch cards YTD	9	39	34		
Golf membership YTD	170	222	209		
Sponsored Memberships YTD	N/A	N/A	15		

2015 Men's Club Accounting

Men's Club 50 @ \$22.00	\$1,100.00
Last season balance	\$169.00
	=====
	\$1,269.00
4-1-14 Coffee for the season	<\$300.00>
4-2-15 Men's Club	< - 0 - >
4-9-15 Men's Club	< - 0 - >
4-16-15 Men's Club	< - 0 - >
4-23-15 Men's Club	< \$25.00 >
4-30-15 Men's Club	< \$29.00 >
5-7-15 Men's Club	< \$37.00 >
5-14-15 Men's Club	< \$41.00 >
5-21-15 Men's Club	< \$34.00 >
5-28-15 Men's Club	< \$38.00 >
6-4-15 Men's Club	< \$34.00 >
6-11-15 Men's Club	< \$36.00 >
Current Balance	\$695.00

6. BBV Manager's Report: Ken Hoffer

- a) Ken stated that last Friday was the annual meeting and Peter Winterfeld is the Golf Committee liaison again;
- b) Ken stated that 50 new chairs have been ordered for the golf patio. There have been some issues with the order and the delivery. Ken was requested to get as many chairs as they can as soon as possible, regardless of color, because some of the current chairs are literally falling apart.

7. BBV Board Liaison Report:

- a) No liaison in attendance.

8. Proposed redesign of area around Pro Shop

a) Comments received

Various members of the Committee reported that almost all of the comments they have received about the proposed redesign have been positive. Positive comments ranged from nice to have a proper chipping green, nice new parking area, screening of tennis courts good, nice to have traffic away from club house.

The only comment that was reported to be critical of the proposed redesign was the removal of the hitting cage. It appeared that up to 4 people have suggested that they would like the hitting cage to remain.

Rob Goodman reminded the Committee that the process to develop the proposed redesign has been long, and was developed by a golf course architect with input from a subcommittee. It was then unanimously adopted by the subcommittee then the Golf Committee, and unanimously approved by the Board subject to funding. The many components of the redesign work together, and it is important that the redesign be completed as proposed.

Overall, it appears that the vast majority of people who have commented on the proposed redesign have been very positive and supportive.

b) Phasing of Proposed Redesign

One possible phasing of the redesign as suggested by the architect was as follows:

- Phase 1 Landscaping around pro shop near parking lot and current entrance;
- Phase 2 New concrete patio, cart paths and landscaping near Pro Shop;
- Phase 3 New chipping green, bunker practice area and surrounding landscaping;
- Phase 4 Reconstructed putting green, revised cart paths and surrounding landscaping;

Jim Smolik mentioned that in a project such as this, the order of work should generally be that you do the major earth works first, with drainage and irrigation as part of the earth works, and that the final landscaping should be last. He also mentioned that he would like to see the main new parking area near the hitting cage redeveloped to a higher standard, and that a base survey be done which shows elevations, rough drainage and irrigation.

After discussion

It was:

- i) **Moved** by Joan Tape
 - ii) **Seconded** by Ron Bogen
 - iii) **Carried** to adopt a phasing approach as follows:
 - Phase 1a) Base survey, redevelop new main parking area, and new entrance from the parking lot area;
 - Phase 1b) New concrete patio, and cart paths around Pro Shop;
 - Phase 2 New chipping green and bunker practice area;
 - Phase 3 Reconstructed putting green;
 - Phase 4 Final landscaping including trees, plants and turf.
- c) **Timing of Phases**
- While no specifics were dealt with, it was agreed that in general, we should try to do most of the work in the fall and winter to make it least disruptive to the golfing season as possible.
- d) **Next Steps**
- Jim Smolik stated that the next step should be to have a base survey prepared which shows elevations and rough drainage. He stated that he thought some staff members could do this, but Ken Hoffer stated that while it is likely that Zac and Steve could use Village machinery and do some of the work, other staff members may not be available to assist in the work. It was then suggested that it may be necessary to hire Northwest Surveying to prepare this survey.
- e) **“Champion” of Implementation**
- Rob stated that he thought it important to have a different person volunteer to champion each phase of the redesign, or designate an officer of the Committee to be responsible if nobody volunteers.

Jim Smolik, Ron Bogen, and Bill Quick volunteered to “champion” Phase 1a).

9. Financial Business - 5 year Plan

Very few specifics about the 5 year plan were discussed, but it was agreed in general to:

- Show all phases of the proposed redesign in the 5 year plan;
- The proposed redesign will take priority over all other projects in the 5 year plan. Other projects should be moved out into the distant future;
- We should ask the Board to set up a “Golf Reserve Fund”, if necessary, if the funding for a specific phase cannot be met in a single year;
- Perhaps the cost of installing new greens can be reduced if they are only made to the same standards as the greens on the course. Input from Steve Brand will be necessary to determine this;
- Rob Goodman agreed to draft an updated 5-year Plan, together with a cover letter and distribute them electronically to the Committee for review. Once finalized, these documents will be sent to the office for distribution to the Board well in advance of their budget meetings.

The Committee was reminded that we have been told in the past that it is very important to attend the Board’s budget meetings to make proper requests for funds. The Board’s budget meetings are tentatively scheduled for:

- Thursday July 30 at 10:30 am
- Friday July 31 at 10:30 am
- Friday August 7 at 10:30 am if necessary.

All Committee members were encouraged to attend and show support for our budget requests.

10. Other

a) Refund of annual golf membership fees due to illness

There were 3 requests to have annual golf membership fees refunded due to illness:

- i) A lady purchased an annual pass, has not played golf this year, and submitted a note from her doctor stating that she should not play golf this year. The Office is already in the process of refunding 100% of her fees.
- ii) A couple purchased a couples pass, have played golf once or twice, have submitted a doctor’s note stating that the gentleman should not play golf this year. There are extenuating circumstances that make it difficult for the lady to play golf. The Committee recommends that 100% of fees paid be refunded.

- iii) A gentleman purchased an annual pass, and has played several times this year. The Committee was informed that he should not play golf the rest of the year. The Committee recommends that 60% of his fees be refunded.

b) Collection of Green Fees

Don Gardner informed the Committee that an individual has been playing golf in the men's club, but has not been paying green fees, and has not purchased an annual golf membership. The individual was under the impression that if he completed the information on the sign in sheet, including division and lot number, paid the \$5.00 weekly men's club fee, that that was all that was necessary.

Joe stated that he has recently spoken to the individual, and the individual is in the process of paying all green fees past due.

Joe stated that due to the different timing of snowbirds arriving back in BBV, he usually waits until June 1 to start his oversight of checking that annual golf memberships and golf cart trail fees have been paid.

There was discussion about changing the annual golf membership number, and redesigning the golf sign in sheet.

The Committee recommended to Joe that the sign in sheet be redesigned by removing division and lot number, and replacing it with Golf Membership number, Green fee paid, and punch card, so that an individual will complete one of the 3 columns. It is hoped that it will be obvious to pro shop staff and golfers that one of the three main methods of payment must be made.

Ken stated that he will check with the office to see if a golf membership number, other than Division and lot number can be used next year. Perhaps, even let each member choose their own 4 digit number.

c) Recommendation for 2016 Golf Fees

The Golf Committee reviewed a detailed comparison of 2014 and 2015 green fees at Birch Bay Village to green fees at several other local courses. The Committee also considered recent increases in green fees (no increases in 2015).

After discussion, it was

- i) **Moved** by Joan Tape
- ii) **Seconded** by Ron Bogen
- iii) **Carried** to recommend to the Board that for 2016, the following fee increases be implemented:

Item	2015 fees	Recommended 2016 fees
Single annual pass	\$385	\$400
Couples annual pass	525	550
Sponsored annual pass	424	500
Daily Green fee:		
- 9 holes Weekday	13	14
- 9 holes Weekend	14	No change
- 18 holes Weekday	18	20
- 18 holes Weekend	20	No change
Other rates		
10 play pass		
- 9 hole	120	No change
- 18 hole	170	No change
Golf cart trail fee	80	No change
Family member 18 and under	50	No change

For the daily green fee, we are recommending that we eliminate the difference in fees between weekday and weekend, and make all daily green fees the current weekend rate.

11. Date and time of next meeting

12.

The next meeting was scheduled to be held on Friday July 10, 2015 at 2:00 pm in the pro shop.

13. Meeting Adjourned: 4:00 pm

Minutes Approved: _____ Date: _____

Rob Goodman, Chairperson