



GOLF ADVISORY BOARD
Meeting Minutes/Time Stamped
Summary
October 18, 2022



- Art Pembroke, Chair
- Jack Gregg - Excused
- Riley Kurtz - Excused
- Judy Reddy - Excused

Non-Voting Members

- Steven Link, Golf Course Superintendent
- Tod Fitterer, General Mgr & Head Golf Pro
- Ryan Schwochert, HCC Representative
- Doug Smith, Parks Director
- Heather Kahler, Recorder

- Susan Skinner-Bannon – Unexcused
- Chris Smith
-

League Member – Men’s

- Steve Bingham
- Doug Olson

League Member – Women’s

- Kathy McDonald

LOCATION: **City County Building Room 426 and Zoom**

Time: Oct 18, 2022 12:00 PM Mountain Time (US and Canada)

Zoom Recording Link: https://us06web.zoom.us/rec/share/8EbRPz_-RuZWot4mtThXK-XiJQcawB4yOf3fmdq_y7q224Otfbc7mFG5IGKxvzI6.UVmYZsj-Qs_2WTtv

Mission Statement: The Bill Roberts Golf Course is committed to providing a high quality, friendly, and affordable public golfing experience for all ages and abilities within the greater Helena community!

Visitors:

1. Bryce Wideen – Golf Course Assistant Superintendent
 2. Dr. G (Gregory Thomas) – Member of the public
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1. Call to Order/Establish Quorum/Review Agenda – **TS 03:05**
 - a. No Quorum was established
 2. Approval of Minutes – **TS 04:34**
 - a. No Quorum so no motion was made to approve the minutes
 3. New business – **TS 04:42**
 - a. Time Line of Upcoming Tasks
 - i. Bylaw Update – **TS 04:56**
 1. Art request that board members gather their thoughts and suggestions on updating the Bylaws. Art will compile that information into a draft that he will send to Heather to make a final version to share at the next board meeting in November. Heather will send out the Bylaws and ask them to send their thoughts to Art.
 - ii. Chair/Vice-Chair Vote in January – **TS 05:54**
 1. Art reminded the group that there will be a Chair and Vice-Chair election in January. Those interested are to let Heather know.
 4. Old Business – **TS 06:36**
 - a. Communications Group Update – **TS 06:40**
 - i. Art updated the group that he is doing some research and thanked parks staff for helping him get the information
 - ii. He said that nothing is going to be presented to the City Commission until the board works closely with Doug Smith and to follow the City's procedure
 - b. Member Term Update – **TS 09:43**
 - i. Heather reported to the group she worked on a member list and updated the group on the timing of voting a new member.
 5. Reports
 - a. Parks Director Report – **TS 15:38**
 - i. Doug reported that he is working on the budget cycle and the golf fees need to get in front of the board to make a recommendation because sales of golf products begin in January. Doug and Tod will be getting together to begin the process. Doug is hopeful the fees will be presented at the next board meeting and hopes to have a quorum so a vote can be

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made so the Parks Dept is in line with the Finance dept.'s timeline. Further discussion about fees and the budget process continued.

- ii. A presentation to the City Commission is encouraged. Doug shared in a leadership meeting about what the golf course provides to the community that is not golf related. He said he got positive feedback from other City Leaders. A possible presentation to the City Commission could be timed to coincide with the budget cycle presentations.
- iii. Doug asked Superintendent Steve Link when or if the Golf Course has any official closing and opening dates or if closing and opening is based on weather. Steve shared some history but then said that the last official day of golf play will be October 31st. Steve said this is because daylight is shorter, there's frost in the mornings, staff is dwindling and there is a lot of tasks to get done before winter. October 31st last year worked really well to address these issues.

b. Golf Superintendent Report – **TS 30:44**

- i. Steve reported that the greens healed up nicely. They also had some good timing rains that helped the course. Staff is cleaning up the course. Frost is challenging. They'll also be blowing out the irrigation system, scheduled for later this month.

c. Golf Professional Report – **TS 33:30**

- i. Tod presented the group with a golf financial report saying the finance Dept said the income is about 30 days behind. Tod also mentioned things went pretty well in his department and is proud of what he accomplished in the restaurant and is looking forward to next year's focus of the pro-shop. He's got a lot of work to do this fall. Golf simulators are operating leagues should be beginning soon.

d. Men's League Report – **TS 49:00**

- i. Doug Olson reported that men's league is finished. They met with Tod to determine how the season went this year to make a better year next year.

e. Ladies League Report – **TS 49:45**

- i. Kathy reported that the participants of the ladies league were thankful Kathy shared with them the openings on the Golf Advisory Board. Kathy also asked how long credits are good for. Tod explained credits are not going to be used for passes for the next year.

6. Public comment – **TS 51:28**

- a. No public comment

7. Future agenda items – **TS 51:32**

- a. Art had noted

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- i. Golf Fee Discussion
- ii. Golf CIP Discussion
- iii. Bylaw Update
- iv. Approval of September and October minutes

8. Next meeting date

- a. November 15, 2022 12:00pm to 1:00pm

9. Adjournment – **TS 52:50**

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