



CITY OF HELENA
Bill Roberts Golf Course Advisory Board
Time Stamped Summary: October 17, 2023 - 12:00 PM
City County Building 316 N Park Ave Room 426

Zoom Recording Link:

https://us06web.zoom.us/rec/share/9zBpxw13q4RBTJCUslvFpZ09bmm8JysUxrYKJxCk3_o0748nQ90q0hJqIMh37Teo.ihWRO_QqHkBpGi9V

(00:00:15) Call to Order / Roll Call

Roll Call was taken, and the following all responded present:

Board Members:

Jack Gregg
Chris Smith
Art Pembroke
Susan Court

City Staff

Parks Director Doug Smith
Golf Course Operations Manager Tod Fitterer
Golf Course Superintendent Steve Link
Assistant Golf Course Superintendent Bryce Wideen
Parks Administrative Assistant Heather Kahler

Additional guests and members of the public present:

Kathy McDonald-representing Women's League
Doug Olson-representing Men's League
Bob Schlack

(00:01:00) Public Comment (Items pertaining to this agenda)

(00:01:17) Minutes

A. August 15, 2023

a. Time Stamped Summary Link:

https://us06web.zoom.us/rec/share/PDrejWzTsl9Ttcnz85WI0Kxzh03Q1_ikRUycnWGuvB9it0_ly7nsK5t3PmbgvwX.IHXO1CJDTrJ9dz1I

b. Chris Smith moved to approve the August 15, 2023, minutes, Art Pembroke seconded, all in favor, motion passed.

B. September 19, 2023

a. Time Stamped Summary Link:

https://us06web.zoom.us/rec/share/ysYWDYOumq_UC9uDkn_gwSpo8Y8ikzZ9DM7Vb400fZyQB1DuV-rRr04H7amf1Gc.aL7Bj79tvQc735KX

b. No quorum at the September meeting so no need to vote on those minutes.

(00:02:01) New Business

A. Bylaw Adoption

(00:02:05) Jack Gregg opened the floor up for discussion on what was adopted by the City Commission for the bylaws. Jack's comments were related to attendance and discussion began about the process of ensuring that certain verbiage of unexcused absences get put into the bylaws. Art made a motion to have the new secretary submit an amendment to the bylaws to the City Commission to add a policy of unexcused absences. Susan seconded, all in favor, motion carried.

B. Resolution Adoption

(00:15:15) No action needed the group moved on with the next topic. Chris Smith did request Heather to provide the group with the final resolution and bylaw documents.

C. Establish Term of Officers

(00:16:12) Discussion began about the time of the year when officers should be elected. Jack Gregg suggested that election be held in November of each year because of most members expiration dates being October 30th. Suggestions were shared as to the timing of meetings and members sworn in dates. Susan Court pointed out no motion was needed because the term of officers has been set by the City Commission.

(00:27:29) Jack Gregg advised to the board they elect an interim secretary. Art Pembroke volunteered to be the interim secretary until the end of the year. Jack Gregg made a motion to elect Art Pembroke the interim secretary, Susan Court seconded, all in favor, motion passed.

D. Public Comment

(00:28:40) None

(00:28:51) Unfinished Business

(00:28:55) Doug Olson representing the men's league, addressed the board saying the men's league will help facilitate funds related to the fundraising efforts for the water refill station project and help in any way they can.

(00:30:17) Reports

A. Parks Director

(00:30:21) Director Smith addressed the board on the legalities of donating a season pass for a fundraising raffle. Director Smith said the request needs to go in front of the City Commission for approval and city staff will facilitate this process.

B. Golf Course Superintendent

(00:33:35) Golf Course Superintendent Steve Link reported to the board that the fall/winter projects are wrapping up. Steve also reported the new golf carts are going to be delivered very soon so they are preparing for that as well. He finished his report with some staff and maintenance updates.

C. Golf Pro/Operations

(00:37:32) Golf Course Operations Manager Tod Fitterer presented to the board a quick overview of the financial report. Tod also reported the success of the events that occurred. He updated the board his plans with the simulators and sim leagues that will begin soon. The online tee time system is still having some issues that he's trying to get fixed. Tod finished his report with a staff update and the new cart update. Jack Gregg addressed Steve and Tod and asked for a confirmed last day, Steve answered saying the course will close on November 1st.

D. Leagues

(00:54:09) Kathy McDonald-Women's League: nothing to report.

(00:54:12) Doug Olson-Men's League: nothing specific to report other than the fundraising raffle coming up.

(00:56:33) Public Comment (Items not on this agenda)

No public comment.

Member Communications-Announcements / Proposals for next Agenda – (November 21, 2023)

(00:56:47) Adjournment

Susan Court moved to adjourn the meeting, Art Pembroke seconded, all in favor, meeting adjourned at 12:57pm.

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