

**Sublette County Golf Committee**  
**Meeting Minutes**

Golf Committee Meeting  
Tuesday, October 10, 2017 ~ 5:30 PM  
Rendezvous Meadows Golf Course  
Conference Room  
P.O. Box 1206  
Pinedale, WY 82941

**A. Call to order**

**B. Type of Meeting:** Regular meeting of Golf Committee was held on Oct. 10, 2017 at Rendezvous Meadows Golf Course in Pinedale, WY at 5:30 PM

**C. Meeting Facilitator:** Presided over by Jim McLellan as Chairman, with Allison Long as Secretary.

**D. Board Members invited:** Kirby Walker, Allison Long, Kevin Schulz, Scott Cheeney

**Visitors present:** Paige, Charlie, Rhonda, Jeremy, and Bruce McKinney

**E. Approval of minutes from last meeting**

a) A motion to approve the minutes of the previous Sept. 26<sup>th</sup> meeting was made by Kevin Schulz and seconded by Scott Cheeney and Allison Long.

**F. Finance and Funds Management-Treasurer's Report**

a) Kirby not present

b) Scott provided Profit & Loss and Balance Sheet

c) Jim stated that we are currently operating in the red

d) Scott talked with the bookkeeper, and she is asking that we change our end of day time to midnight to midnight, rather than ending at 5:00 pm. Must have approval from Kirby.

e) We also need to try and sync together the P &G Golf square with the RMGV square.

**G. Open issues**

a) RFP to contract someone to Manage/Oversee all Golf Course Operations.

i. Jim met with Matt Gaffney about the RFP, and the RFP has been completed.

- ii. Kevin mentioned that there was not enough time to come up with a RFP, and have everything we want put into it. Kevin moves to revisit RFP and have a decision by Oct. 2018. Allison seconds. In favor, Scott, Kevin and Allison.
- b) Contract renewal for Rhonda, Jeremy and P & G Golf?
  - iii. We will operate under the existing contracts until the contracts have been revisited and revised.
- c) RMGC Sample Site Plan – Delsa Allen
  - iv. Jim stated that the county agreed to pay for the water samples and testing
  - v. EPA emails will now be sent to Allison rather than Paige
- d) Allison, Kevin and Scott need to sign onto Checking Account @ 1<sup>st</sup> Bank
- e) Golf carts – Rec. board possibly trying to find funds to purchase or lease
  - vi. Paige stated that she will talk with the Rec. board about funds for the lease of golf carts.

#### **H. Golf Course Superintendent-Jeremy's Report**

- i. Greens have been aerated and sprayed, and bathrooms drained
- ii. Would like to sell our current golf carts for approx. \$1300 and lease new carts for 3-5 years. He would also like to sell the covers.
- iii. Equipment needs: 3 reels for the greens mower @ \$621.00 for the spring, haven't fertilized the rough in a few years, replace batteries for 8 golf carts, need roughly 40 tons of sand per year, purchased 26 tons this year, software expires in 2019, replacing grass on the greens with a type of Bent grass, rebuild the bridge, add a pond liner for the ponds near #2 hole, complaints about the rough – expanding the rough, buy a greens mower and replace the grinder.

#### **I. New business**

- a) Vote on Officers
  - i. Jim moved to have Allison as Secretary of the Golf Committee. Kevin seconds. All in favor – Kevin, Scott and Jim.
- b) Set Scheduled meetings

- ii. Kevin moves to have set meeting every 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 5:30 pm of every month during months of operation, and the 2<sup>nd</sup> Tuesday of the month during the off season. Allison seconds. All in favor – Jim, Scott and Allison
  - iii. Annual Meeting will be held in April.
- c) Rental Fees. Establishing an hourly/day rate seasonality should be taken into account (i.e. shutting the course down to hold private parties in the playing season)
  - iv. Kevin moved to have a fee for complete course shutdown and have all other parties, conferences, etc. at an individual basis. Jim seconds. All in favor – Scott, Jim and Kevin.
- d) Operating hours for P & G Golf and Rhonda?
  - v. Rhonda will need time off until November. Rhonda would like to be open 6 days for lunch, and 4 nights for dinner. Rhonda will post hours closer to November.
  - vi. P&G Golf will decide on hours in November.
- e) Advertise for parties, conferences, etc. with a room fee during the winter season. Who? Rhonda, General Manager or Golf Committee?
  - vii. Rhonda, Paige and the Golf Committee will assist in advertising for Operating Winter Hours.
  - viii. Rhonda asked that we create a sign near the road to let people know where the course is located. RMGC – Public Welcome
- f) Simulator operations and marketing
  - ix. Paige would like to have the simulator operating during the winter months. Paige has submitted a letter of intent to operate the simulator. Paige would like to have a league for 9 holes @ \$25 per hour per foursome. Kevin moves to have the simulator put into place by Paige. Allison Seconds. All in favor – Kevin, Scott and Allison
  - x. If the simulator is put into the lobby, acoustic panels/sound barriers would need to be purchased. Talk with county about funding.
  - xi. Rhonda and Paige would work together with Bar/Restaurant and Simulator.
  - xii. Simulator will start Nov. 15.

## **J. Open Discussion**

- i. Bruce McKinney asked about the Liquor License and if it has been filled out for renewal.
- ii. Jeremy asked if we have been paid by the High School.
- iii. Paige suggested that each entity have 1 main contact: Paige and Allison; Jeremy and Jim; Rhonda and Kevin. Each committee member agreed to be the main contact.
- iv. Next meeting Oct. 24 at 5:30 pm at RMGC to discuss, review and edit contracts.

**K. Adjournment**

- i. Motion to adjourn meeting @ 6:35pm. Scott and Allison second.