

Rossmoor Women's 18 Hole Golf Club

Board Meeting Minutes
Creekside Bunker Room and ZOOM
June 10, 2024 at 9:00am

Present at Creekside: Toni Snyder, Margo Dutton, Claudia Terry, Joyce McCann, Lana Yagle, Teddi Swanson, Pat McSween, Marsha Jennings, Karla Witte, Daisy Soo Hoo

Absent: Laura Kim, Mary Jean Kidd, Robin Moreau, Mirna Wong, Liz James, Denise Pratt, Judy Moran

Meeting Agenda:

#	Topic	Report By	Time (min)
1	Call to Order	Toni	2
2	Minutes (Corrections/Approval)	Judy	2
3	Captain's Updates	Toni	10
4	Treasurer's Report	MJ	5
5	Report outs: Classic, Invitational	Toni, Denise	5
6	Updates: Blue/White	Denise	5
7	Updates: Championship	Toni	5
8	Event Planning: unassigned events		5
9	Adjournment		

AGENDA ITEM DISCUSSION:

1. Meeting called to order at: 9:00am by Toni Snyder

2. Meeting Minutes:

Vote to approve the May 13, 2024 Board Meeting Minutes: Motion by Margo Dutton, Seconded by Claudia Terry. Minutes are approved without objection.

Notes for 6-10-24 meeting as reported by Karla Witte:

3. Treasurer's Report: – Mary Jean Kidd, Treasurer:

Overall Budget: See attached for budget/actuals (*2024 Budget 060224.pdf*)

Cash on Hand	38,100.10	Bank balance
Projected Income	13,600.00	
Projected Expenses	36,223.52	Allocated to future expenses
Hole In One Fund	1,193.00	
EBTP Fund	313.53	
Reserve Fund	8,000.00	
Operations Fund	5,970.05	

EBTP: See attached for details (*EBTP Income & Expenses 051024.pdf*)

	Income	Expense
Entry Fees	5,340.00	
Food & Drinks		3,767.90
Room Rental		35.00
Cart Rentals, Range Balls		1,167.00
Gifts		222.12

Total	\$ 5,340.00	\$ 5,192.02
Net Income/Expense		\$ 147.98

EBTP Fund now totals \$313.53 (165.55+147.98)

Classic: See attached for details (*Classic Income & Expenses 060824.pdf*)

	Income	Expense
Entry Fees	1,020.00*	
Food & Drinks		1,007.29
Payouts		240.00
GG fees		39.52
Dues Allocation	275.00	
Total	\$ 1,295.00	\$ 1,286.81
Net Income/Expense		\$ 8.19

***Outstanding payment due: M Leary**

Other Items:

2025 Budget walkthrough will be held via Zoom on Monday July 15th at 9 am.

Request: Historically, for budget planning purposes we have assumed 100 members. In 2024, we have **124** members; in 2023, 130 members; in 2022, **107** members.

For 2025, should we stick with assuming 100 or change to **110** or 115?

Standard payouts: Laura & I are drafting recommendations for year-to-year standard payouts for 3 major tournaments.

4. EVENTS:

Classic Tournament Feedback

Lana provided feedback on the classic event, mentioning good food and perfect weather. Although there was an overorder of food, the budget was met.

Positive feedback on the classic event.

Blue and White Tournament - Upcoming

Discussion on the logistics of the Blue and White tournament (Donner), including the barbecuing hassle and food cost.

Suggestions were made to raise the price to \$20 per person and allocate \$5 as prize money for the winning team.

Quote from Stan for \$14.00 for a hotdog with salads and condiments.

Use the Donner room for the Blue and White tournament.

We agreed to change the format of Blue and White to charge \$20 per person and allocate \$5 as prize money for the winning team.

Handicap Tournament

Discussion on the payout structure for the handicap tournament. Proposal to pay out more positions to make it more rewarding for participants. We should get this info out to our members to maybe get more people signed up.

Slush Fund Usage

Discussion on the use of extra money from previous events and the restrictions on carrying over funds as per Mary Jean's instructions. Please Document the value of donated items like centerpieces for future reference

4. Rules – Joyce

Discussion on the need for a clear club policy regarding adherence to golf rules, 18ers Thursday play. Possible ideas: weekly or monthly rules emails. Joyce will continue offering the classes.

Marsha noted that the new rule (15 Hill) needs to be explained to the members. Joyce said she could make a diagram showing where to drop if you hit “onto” the hill.

5. Social Committee (Lana):

Roles discussion on what/how the social committee should be involved in event planning. Time constraints make it impossible for the committee to be at every event meeting.

6. Membership (Teddi):

1 new member just signed up. She wants to play in Follow the Field this week. It will need to be entered by hand, but it is doable. The 2025 budget board suggests a 110-member number.

7. EBTP (Karla/Pat):

We are five matches into the season. Teams are doing well. Regarding the DVTP discussion, Karla is to email EBTP members to gauge their interest. Email needs to include the 2025 estimated costs.

8. Handicap (Daisy):

Daisy had to remind members how to score whiffs. Keeping accurate scores and compliance with NCGA rules.

9. Past Captain (Margo):

More water is needed on course, and marshals need to carry extra when available. We need to confirm the Summer Splash Event chairs. The event is on August 22, and we need to have a kick-off meeting.

5. COMMITTEE REPORTS:

Membership Report: – Teddi Swanson

Technical Committee Report Out: Laura Kim / MJ Kidd

* The Board agreed to reinstate Follow-the-Field for the major tournaments. This has been changed in the Policy & Procedures and updated on the website.

* The Resolving Rules Issues has been added to the Policy & Procedures document under the C. Rules section and updated on the website.

1. Resolving Rules Issues: If rules issues arise during play that cannot be resolved by players, their request for a ruling should be follow this procedure:

- a. Players should bring the rules issue to the 18ers Pro Shop liaison as soon as possible.

- b. If the ruling is straightforward, the 18ers Pro Shop liaison will make the ruling and then notify the 18er Rules Chair about the incident. The Rules Chair will inform the Tournament Chair and the Handicap Chair.
- c. If the ruling is not straightforward, the 18ers Pro Shop liaison will notify the 18er Rules Chair and the ruling will be made by the Tournament Committee, comprised of the Handicap Chair, Thursday Sweeps Chair, Rules Chair, and 18ers Pro Shop liaison.

*** Handicap Tournament Update**

This tournament on June 13 and 20 is fully staffed by the committee. Jacque has the approved Event Information Sheet and payouts. The lunch will be in the Club room after the tournament (catered by Sunrise Bistro).

***August Events:**

Mary Jean and I will co-chair the Summer Splash (Guest Day #2) on August 22. If anyone wants to join us, let us know.

Tournament Report: Marsha Jennings

From Pat McSween: Mirna & I will be co-chair the Club Championship on August 1 & 8. If anyone would like to help out, let us know. Teddi adds: I will help both days just let me know what you need.

Handicap Report: Daisy Soo Hoo

Handicap. 31 members signed up for the Handicap Tournament. All 31 members meet the 5 round requirement. 19 members signed up for June 13 and 16 for June 20 follow the field.

Rules Report – Joyce McCann

At some point I think the Board needs to state what the 18ers policy is regarding expectations re 18er's knowledge of the basic Rules of Golf. 2024 is the 3rd year we have offered On-Course Rules Classes. Over these 2 ½ years, 48 players have taken at least 1 class. That is significantly less than half of our membership. Teddi has kindly encouraged new members to take the classes, but few have. I believe the 9ers require (or at least used to) that new members take the basic course they offer, but we do not. My feeling is not that we have to require that members take these courses, but I do think we need to put in writing what our position is.

East Bay Team Play (EBTP) Report – Karla Witte + Pat McSween

The first 5 matches are complete. We are 11th place for Gross and 12th for Net. Claudia beat me to the punch by talking about the possibility of joining Moraga for Diablo Team play. We do not need to make a decision at the meeting, but we wanted the board to know the offer was made.

Past Captain Report – Margo Dutton. Nothing to report.

Golf Advisory Report – Robin Moreau. Nothing to report.

Social Committee Report – Lana Yagle: Nothing to report.

Publicity Report – Claudia Terry / Liz James: Nothing to Report

I will be working (once again) on Monday, and won't be able to attend. There's been some tentative conversations about whether there is enough interest among our membership to consider rejoining the Diablo Team Play league as a co-team with Moraga who is currently having trouble getting four players from Orinda each time there's a match (Orinda is Moraga's current co-team in DTP league - they call themselves Morinda). Not sure we have enough interest or if we're already tapped out with EBTP.

I wish I could be there to join the discussion. I always enjoyed playing in Diablo but it is a lower-handicap affair and we may not have enough players still to field two teams without burning everyone out. And Mormoor would be a really weird name ;)

As far as my official position of publicity alongside Liz James, I think it's just super to split this job as we've been doing by alternating months. It works much better for my schedule to get a break every other month, and Liz is doing a great job.

Teddi adds: My only thought is maybe Sally would rejoin if she could play Diablo 😊. I definitely agree with splitting the publicity duties. It is much more appealing when one can relax for a month.

UPCOMING EVENTS:

Date	Day	Activity	Chairs
10-Jun	Monday	Board Meeting	
		Event Planning - Blue/White (7/18)	Kick-off Team
		Event Plng - Club Championship (8/1-8/8)	Kick-off Team
13-Jun	Thursday	Day 1 Handicap Tournament	
18-Jun	Tuesday	EBTP/Green Valley	
20-Jun	Thursday	Day 2 Handicap Tournament	Laura Kim/MJ Kidd
27-Jun	Thursday	EBTP/Berkeley	
27-Jun	Thursday	Thursday Play Day - Creekside	
8-Jul	Monday	Board Meeting	
8-Jul	Monday	Elect '25 Nominating Committee (3)	Board
		Begin 2024 Schedule Planning	Board
		Event Plng - Guest Day/Sum Splash (8/22)	Kick-off Team
		Event Planning - Cocktail Party (9/9)	Kick-off Team

OFFICERS:

- | | | | | | |
|---|------------------|---------------|---|-------------------|------------|
| 1 | <i>Captain</i> | Toni Snyder | 2 | <i>Co-Captain</i> | Mirna Wong |
| 3 | <i>Treasurer</i> | MaryJean Kidd | 4 | <i>Secretary</i> | Judy Moran |

COMMITTEE CHAIRS:

- | | | | | |
|---|-------------------|---------------------|----------------------|---------------------------|
| 1 | <i>Membership</i> | Teddi Swanson | <i>EBTP</i> | Karla Witte / Pat McSween |
| 2 | <i>Technology</i> | Laura Kim / MJ Kidd | <i>Past Captain</i> | Margo Dutton |
| 3 | <i>Tournament</i> | Marsha Jennings | <i>Golf Advisory</i> | Robin Moreau |
| 4 | <i>Handicap</i> | Daisy Soo Hoo | <i>Social</i> | Lana Yagle |
| 5 | <i>Rules</i> | Joyce McCann | <i>Publicity</i> | Claudia Terry / Liz James |

Next Board Meeting: July 8, 2024
Meeting Adjourned at: 11:04am

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	2024	Income \$					Expense \$							
2		Budgeted (minus dues allocation)	Projected	Actual	Per Person / Event	Budgeted #	Budgeted	Projected	Paid	Profit / Loss	Projected Profit	Allocated from Club Dues	Raffle	Type / Details
3	Membership Dues													
4	Women's Social only	-	-	-	15.00	-								
5	Women's Club - 1/2 year	-	-	-	30.00	-								
6	Women's Club	6,000.00	-	7,440.00	60.00	100	-	-	-					
7	Women's Club NCGA - Basic	4,600.00	-	5,704.00	46.00	100	4,600.00	46.00	5,658.00					
8	Hole in One	90.00	-	470.00	5.00	90	-	-	-					
9	Activities													
10	Launch The Season	2,250.00	-	2,160.00			2,067.75	-	2,363.00	(203.00)	182.25			
11	Birdie Fund	-	-	440.00	5.00		-	440.00	-	-				
12	Eclectic Entry Fee	-	-	405.00	5.00		-	405.00	-	-				
13	Rules Seminar	-	-	-			380.00	-	135.00	-	-	380.00		
14	Spring Fling	6,200.00	-	6,030.00			5,827.20	-	4,956.42	1,073.58	372.80		Y	Raffle made \$353.13
15	EBTP at Rossmoor	5,340.00	-	5,340.00			5,140.40	-	5,192.02	147.98				profit goes into separate fund
16	Spring Charity Tournament	-	-	-			-	-	-	-	-			removed from calendar for 2024
17	Casual Guest Days	-	-	-		2	80.00	40.00	40.00	-	-	80.00		\$40 closest to pin payouts per day
18	Classic Tournament	720.00	-	1,020.00			920.40	-	1,286.81	8.19	1,094.60	275.00		
19	Invitational	18,180.00	-	18,734.30			17,573.32	17,573.32	-	1,160.98	1,106.68	500.00		
20	Handicap Tournament	450.00	430.00	20.00			699.00	699.00	-	(249.00)	46.00	275.00		
21	Blue & White	550.00	550.00	-			542.50	542.50	-	7.50	7.50			
22	Championship Tournament	720.00	720.00	-			960.40	960.40	-	(240.40)	79.60	320.00		
23	Summer Splash Guest Day	3,950.00	3,950.00	-			3,575.00	3,575.00	-	375.00	375.00		Y	
24	Cocktail Party	800.00	800.00	-			800.00	800.00	-	-	-			
25	Fall Charity	3,750.00	3,750.00	-			3,738.75	3,738.75	-	11.25	11.25			
26	Halloween Tournament	1,000.00	1,000.00	-			929.00	929.00	-	71.00	71.00			
27	Holiday Party	2,400.00	2,400.00	-			3,056.80	3,056.80	-	(656.80)	93.20	750.00		
28	Thursday Golf Sweeps						1,936.00	1,249.00	687.00			1,936.00		
29	Charm Day Winner						170.00	140.00	30.00			170.00		6 towels * 20 / 50 award
30	Most Improved Player						70.00	70.00	-	-	-	70.00		certificate frame / 50 award
31	East Bay Team Play													
32	Dues						30.00	30.00	-	-	-	30.00		
33	Meetings				25.00	3@2 events	150.00	120.00	30.00	-	-	150.00		
34	NCGA													
35	NCGA Regional Meeting				35.00	2	70.00	70.00			-	70.00		
36	NCGA Rules Training Seminar						215.00	215.00			-	215.00		
37	Administrative													
38	Zoom						150.00	150.00	-	-	-	150.00		
39	Website						130.00	130.00	21.99	-	-	130.00		domain name \$20 + hosting \$300 + \$200 support/ by 4 c
40	Rossmoor Activities Council						48.75	48.75	-	-	-	48.75		##*.35+5(annual fee)
41	Storage Locker Fee						10.00	-	10.00	-	-	10.00		
42	Board Luncheon						280.00	280.00	-	-	-	280.00		

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	2024	Income \$					Expense \$							
2		Budgeted (minus dues allocation)	Projected	Actual	Per Person / Event	Budgeted #	Budgeted	Projected	Paid	Profit / Loss	Projected Profit	Allocated from Club Dues	Raffle	Type / Details
43	Captain's Gift						100.00	100.00	-	-	-	100.00		
44	Captain Plaque Engraving						35.00	35.00	-	-	-	35.00		Captain plaque engraving
45	Flowers and Misc Gifts						100.00	100.00	-	-	-	100.00		
46	Pro Shop Gifts						400.00	400.00	-	-	-	400.00		
47	Software						450.00	-	587.00	-	-	450.00		Golf genius
48	Bank Fees						80.00	80.00	-	-	-	80.00		
49	Tax Prep						-	-	66.69					
50	Miscellaneous			290.00			200.00	200.00	186.72	-	-	200.00		office supplies \$100 + tax prep \$83
51	2023 TOTALS	57,000.00	13,600.00	48,053.30			55,515.27	36,223.52	21,250.65	1,506.28	3,439.88	7,204.75		
52	Budgeted Income vs Budgeted Expense						1,484.73							
53														
54	INCOME from dues 2024						7,440.00							
55	Club dues allocated EXPENSES						7,204.75							
56	Unallocated dues						235.25							
57														
58	CASH on Hand								38,100.10					<i>Bank balance + cash on hand</i>
59	Projected Income								13,600.00					
60	Projected Expenses								36,223.52					
61	Hole in One Fund								1,193.00					
62	East Bay Team Play Fund								313.53					
63	Reserve Fund								8,000.00					
64	Operations Fund								5,970.05					
65														

18ers Event Income / Expense Report

EBTP	ACTUALS		5/2/24		Assumptions:
	#	Per Person	Income	Expense	
Entry Fee		65			EBTP charge is set at \$65 by the EBTP league.
Event Costs	84		5,340.00		residents volunteer carts (reimbursed)
Prize Fund					78 players pay 65; rossmoor pays 45
Other (Donations)					84 entries
Administrative Fee					14 teams with 6 players from each team.
Meals Only					
Club Offset / Budget Allocation					No GG fees; checks
Donations/Sponsors					
Software Trx Fees					
Magic Putts, Mulligans					
Other					\$28 total per cart; \$14 per person
Beverages					15 private carts rented
Breakfast					
Snacks				155.90	
Lunch / Dinner				3,612.00	Creekside breakfast & lunch, incl tip @ \$43 pp
Golf Shop Prizes					
Other Prizes			from ProShop		
Golf Shop Range Balls				75.00	
Golf Shop Cart Rentals	48	14		672.00	
Golf Shop Other					
Room Charges				35.00	
Other Golden Rain					
Raffle					
Misc Supplies					
Misc Supplies - paper goods					
Misc Supplies - Tables					
Misc Expenses	15	14		420.00	
Gift Cards				222.12	
Tips					
Total			\$5,340.00	\$ 5,192.02	
Net Income/(Expense)				\$ 147.98	
Includes: Fundraising - Raffle					
Includes Budget Allocaton					

18ers Event Income / Expense Report

Classic	2024				Details:	
	Per Person	#	Income	Expense		
Entry Fee	20					
Event Costs		46	920.00			
Prize Fund					Club Offset from dues \$250 for prizes + \$25	
Other (Donations)					no room charges (picnic area)	
Administrative Fee					1/2 sandwich, salad, chips, cookie	
Meals Only		5	100.00		wine and water	
Club Offset / Budget Allocation			275.00			
Donations/Sponsors					51 folks paid	
Software Trx Fees				39.52	1 person still owes 20	
Magic Putts, Mulligans					total 52	
Other					4 orders cancelled	
Beverages				113.48	final count = 48	
Breakfast						
Snacks					53 lunches were ordered	
Lunch / Dinner		53		765.31	5 extra for pro shop	
Golf Shop Prizes				240.00		
Other Prizes						
Golf Shop Range Balls						
Golf Shop Cart Rentals						
Golf Shop Other						
Room Charges				-		
Other Golden Rain						
Raffle						
Misc Supplies						
Misc Supplies - paper goods						
Misc Supplies - Tables				88.50		
Misc Expenses						
Gift Cards						
Tips				40.00		
Total			\$ 1,295.00	\$ 1,286.81		
Net Income/(Expense)				\$ 8.19		
Includes: Fundraising - Raffle						
Includes Budget Allocaton				275.00		
		item	Column1	place	cost	line item
		fees		stripe	39.52	12
		payouts		proshop	240	19
		lunch		sweet affair	745.32	18
		tip		sweet affair	40	32
		water & beer		safeway	18.88	15
		chips		costco	19.99	18
		wine		costco	94.6	15
		tablecloths		Amazon	88.5	29
					1286.81	