



## Minutes: Golf Course Advisory Committee

13 March 2017

The regular meeting of the Middle Smithfield Township Golf Course Advisory Committee was held on March 13, 2017 at 8:30 AM with Craig Wetherbee presiding and with Holly Freese as recording secretary.

Committee Members: Craig Wetherbee, Don Henry, Mike Sweeney & John Smith

Township Staff: Supervisors Mike Dwyer & Annette Atkinson, Pro-Shop Manager Kevin Dixon, Township Liaison Holly Freese, Banquet Hall Coordinator Chris

Rain, Groundskeeper Bill Parr, Finance Manager Ray Wolfe

### **Meeting called to order at 8:33 am by Craig Wetherbee**

#### **Minutes and Agenda**

- A motion to accept the minutes was made by Don Henry, Seconded by Craig Wetherbee. Motion passed 4-0.

#### **Grounds- Bill Parr**

- No Update
- Received a few applications for seasonal help.

#### **Whispering Pines—Chris Rain**

- There are 32 events scheduled for 2017, which is ahead of last year.
- Restaurant Week Kick-Off and the Pocono Photo Club Exhibit has been scheduled for April 30<sup>th</sup>.
- Most of the flood damage from the first flood has been repaired.
- There was another sprinkler main break on Saturday, March 11<sup>th</sup>. Most of it has been cleaned up.

#### **Pro Shop—Kevin Dixon**

- There was a wedding at the banquet hall on Saturday, March 11<sup>th</sup> that brought in roughly \$600 at the bar.
- 20 members total for 2017, with people coming in daily. There are a couple of new members this year.
- There are alarm system problems that need to be worked out with Northeast Alarm system
  - Need to add an air pressure alarm & update contact information.

- Merchandise orders are starting to be delivered
- Receiving positive feedback from the golf charity letters and follow up phone calls.
- Received a few applications for seasonal workers, so far have a pretty flexible staff hired and is staffed enough to open.
- Mike Dwyer brought up possibly hiring seasonal staff that can both work at the pro-shop and grounds. The idea will be discussed further at a later date.

### **Financials—Ray Wolfe**

- Paid out to Northeast Alarm and Serve Pro after the first sprinkler main break.
- Electric bill from guard shack was higher than usual as CCP South was apparently using the electric. Cory Lyon has checked the guard shack and found the heat on and the door left open. The building is also now locked. Mike Sweeney agreed that CCP South will reimburse the excess electric charges to the township.

### **Marketing**

- Group Golfer promotion that happened at the beginning of the month brought in 281 sales.
- Doing another promotion in the Scranton/Wilkes-Barre area with the Cat Country Radio Golf Card.

### **Old Business:**

- The main sign by the entrance off of 209 has a light out that needs to be replaced. Bill Parr will work on this.

### **New business:**

- Inventory of Gym equipment will be done.

### **Meeting Adjourned**

- Don Henry made a motion to adjourn the meeting at 8:57 am seconded by Mike Sweeney. Motion passed 4-0

The next meeting will be held on April 10<sup>th</sup> at 8:30 am at the township building.