**Caney Golf Club *Board Meetin*g, July 12, 2017 - Minutes**

Notes by Janice Leonard

Attendees: Harold Howard, Don Engelbert, Carrie Gustus, Janice Leonard, Brandon Montgomery, Jarrod Miller, Tim Bryant.

**Finance**

* Made $800 in June. However, expenses are matching income. We are breaking even for now.
* Year to date greens fees: $4,000. Cart rentals $2.300.
* Spent $14.830 on course maintenance and equipment year to date.

**Maintenance**

* Jarrod plans to develop (by the end of 2017) a budget for 2018 chemicals, fertilizer and cleanup.
* 2017 budgeted $6,000 for greens and preemergent,
* Two equipment payments of $500 each have been made
* Rough mower will need about $2,000 in maintenance this fall.
* Jarrod will be on vacation July 16-20. Brandon will mow greens; Cris and Mick will water, Jake will mow rough if needed. Michael Theiss is on call.
* Jarrod and Tim discussed the potential for offering some of the land on the west side of the course for sale to a developer for housing. To replace the sprinkler system, the Club would need $65,000. Potentially this could be raised by the sale of land. Tim and Jarrod met with a realtor to estimate value per acre. The board agreed that if a developer could be located, it would be a proposal that would be put up for a vote by the general membership, per bylaws. All land could have right-of-way on the west side behind clubhouse. Montgomery County is not as amenable with tax incentives to encourage real estate development speculation. The driving range could be moved if that made the land more saleable.
* Tim and Harold discussed water system improvements, costs, and the viability of parsing the upgrades one hole at a time. The dilemma is lack of knowledge about underground pipe placement and tie-ins.

**Tournaments**

* Sean Wallace of Standard Motor Products emailed the Club asking for a bid for the SMP annual golf scramble, meal, beverages, 30-60 players and 20 carts on Sept. 9 or Sept. 16. Discussion of pricing, whether to offer meals, decision that the standard greens fees/cart rental at weekend rate should be doubled as any other walk-on golfers will be turned away and course closed to members. Don Engelbert made a motion to offer clubhouse, meal, beverages, etc., at $75 per player on Saturday, Sept. 9. Request 50% in advance by Aug. 14 and balance prior to event. Brandon Montgomery seconded and motion passed. Brandon to respond with pricing proposal. Potential net to club is $2,500
* Hope Tournament July 15. Brandon will be out of town. Mick Leonard will set it up and Sheri will assist.
* Club Championship is scheduled for Labor Day weekend. Decision to move the Aug. 26-27.
* Move Couples Tournament back to original Sept. 16 date. Carrie Gustus and Ashley Beurskens to organize. They will seek door prizes.
* Move Dome Invitational to Aug. 12-3
* Drop Dog Days of Summer tournament
* Add Halloween Costume Scramble prior to Monster Bash Oct. 28.

**Email change**

* Janice Leonard set up an email identity: caneygolf@gmail.com

* The person who has Arvest Bank authorization will need to monitor this account – especially as we proceed through set-up.
* Janice changed the website and Facebook to this email account.

**Credit card merchant transaction application**

* Since the applicant must be a signatory on the Club’s Arvest Bank account, that limits it to Harold or Tim. Since Tim will receive and review the statements, and he is the Treasurer, I plan to prepare the applications for Tim to finalize and turn in.
* Tim is treasurer but not a board member. The Club’s bylaws state that one board member be designated secretary/treasurer. Rather than change the by-laws, and with Tim Bryan’s agreement, Harold will ask Adam Davidson before the August board meeting if he would like to resign from his elected position and the board will have Tim serve the remainder of the vacated term as an interim board member.
* The PCI DSS (Payment Card Industry Data Security Standard) Compliance Enrollment requires the Club to sign a Merchant Agreement. That agreement is very specific on how sales transactions must be carried out, data retention requirements, and security for its elements. Anyone conducting a transaction will be required to be familiar with these requirements. Among the requirements are locking up the imprinting machine, sales slips and completed transaction slips. The latter have an 18-month retention requirement. The forms and imprinter will be locked in the Snack Bar.
* We will be required to display VISA, MasterCard, and Discover acceptance signage. Arvest provided it.
* We must provide for adjustments with cardholders. That means we establish and maintain a fair policy for the exchange and return of merchandise or services by giving proper credit or refund. We must disclose that to cardholder before the transaction. Janice proposed that a policy be written and adopted by the board – and a sign be displayed that there are: “No refunds,” but at the option of the club, a raincheck can be offered to paying greens fees/cart rental customers at a future date not scheduled for a tournament or club event.
* Janice will secure laminated copies of the dial pay procedure and the credit/debit card acceptance steps and post them in the Snack Bar.
* Discussion of opportunity, fees, viability to accept credit card as a recurring credit monthly for member dues, and ACH (bank drafts) for monthly dues.
* Motion made by Brandon Montgomery to submit merchant application, seconded by Don Engelbert. Motion carried. Anticipate activation within two weeks.

**Fundraising**

* Oct. 14 Bingo: Carrie Gustus has purchased supplies for bingo. Designed flyers and tickets, and solicited up to 14 baskets for prizes. mentioned bingo, poker night, new year’s events. Discussion on number of games per ticket, 50/50, blackout. Tickets will be sold in advance and for a slightly higher price, at the door. Price to be $20-$25 per ticket. Carrie will send drafts of flyer and tickets to board members following meeting.

The meeting adjourned at 8:35 p.m.