

Bernards Township Golf Advisory Committee
March 15, 2010—7:00 PM
Town Hall, 1 Collyer Lane
APPROVED, May 17, 2010

1. CALL TO ORDER

Bill Kreuder called the meeting to order at 7:00 p.m. in accordance with the Open Public Meeting Act of 1975. The Commission saluted the flag and the roll was called.

2. ROLL CALL

Members Present:

Gene Cass (A7:02)

Janet Day, (Alternate 1)

Carolyn Gaziano, TC Member (L8:40pm)

Bill Kreuder, Chair

John Meany

Doris Ronceray (L7:45pm)

Members Absent:

Alan Lewis

Brian Workman

Non-Members Present:

Jennifer Gander, Director

Kelly Frankle, Recording Secretary

Matt Sullivan, Shearon (Course Management)

Jim Fanula (Golf Pro)

3. RE-ORGANIZATION

A. Nominations for 2010 Chairperson

Bill Kreuder made a motion to nominate John Meany for Chairperson. Motion was second by Gene Cass. All were in favor, motion passed.

B. Nominations for 2010 Deputy Chairperson

Bill Kreuder made a motion to nominate Alan Lewis for Deputy Chairperson. Motion was second by John Meany. All were in favor, motion passed.

C. Volunteer Tournament Coordinator Appointment

Bill Kreuder made a motion to nominate Gene Cass for Volunteer Tournament Coordinator pending eligibility of membership. Motion was second by John Meany. All were in favor, motion passed.

4. APPROVAL OF MINUTES

D. November 16, 2009 Meeting Minutes

Motion made by John Meany to accept the November 16, 2009 minutes. Motion was second by Janet Day as presented. All were in favor. Motion passed.

5. CORRESPONDENCE

- A. None

6. REPORTS

A. Directors Report – Jen Gander

- (1) 2010 Golf Staff
 - a. Jen Gander will be meeting next week with the staff to discuss the opening of the course.
- (2) Membership and Revenue
 - a. Jen Gander gave the committee an update on the budget, membership and revenue. The Golf Advisory Staff would like to advertise the open memberships on www.patch.com, the Bernardsville Newspaper, Courier Newspaper, www.Bernards.org
- (3) Spring Newsletter
 - a. The Committee members reviewed the draft newsletter to be distributed to members in April.

7. OLD BUSINESS

A. Course Maintenance and Project Proposals – Shearon

- (1) Bridge Reconstruction Projects – Specifications
 - a. Shearon can provide recommended specifications if they were to rebuild it as it currently stands. Specifications cannot be used for public bidding as they are not an engineering firm.
- (2) Drainage - #6 Fairway, #7 Tee, #9 Fairway & #3 Fairway
 - a. Shearon is still working on trying to finish the drainage work on #7 but is battling the weather. Shearon will get Jen Gander a quote for the #3 Fairway.
 - b. #6 is 99% complete
 - c. #9 is 75% complete
 - d. #7 is not complete
- (3) Specifications for Putting Green
- (4) Specifications for 7th Tee Reconstruction
- (5) Drainage issues in front of the green on #8
 - a. Shearon to look at #8 drainage issues.
- (6) Poison Ivy Vines – On trees along the course
 - a. Chip Kern will contact Matt Sullivan and ask him to remove the poison ivy vines as this is the time of year to do so.
- (7) Master Plan – GPS Updated Drawings
 - a. Missing 150ft grass marker on one side of #7.

8. NEW BUSINESS.

A. Approval of Golf Advisory Committee By-Laws for 2010

- (1) Motion made by Bill Kreuder and second by Janet Day to approve the 2010 By-Laws as presented in Attachment A. All were in favor, motion passed.

9. DISCUSSION ITEMS

- A. Non-Resident Memberships
 - (1) The Golf Advisory Committee Members discussed the non-resident memberships and no action was taken.
- B. 2010 Tournaments
 - (1) Suggestion—"Mayor's Cup" Tournament
 - a. The Mayors Cup will be a four-person scramble in May.
- C. Suggestions from Course Staff
 - (1) Minimum Age To Play
 - a. The Golf Staff suggested a change in the minimum age to play from 10 to 12. The Golf Advisory Committee discussed and no action was taken.
 - (2) Guest Hours
 - a. The Golf Staff suggested that guests should not have restricted play hours. The Golf Advisory Committee discussed this and no action was taken.

10. COMMITTEE AND STAFF COMMENTS

- A. John Meany wanted to know if members could get on the course at 6:00am during the summer months. Jen Gander was going to reach out to the VA to see if this would be possible and discuss during contract negotiations.

11. PUBLIC COMMENT

- A. Jim Fanula questioned if the golf course coordinated programs for children/camps and thinks the course could benefit from an on staff golf pro.

12. MANDATORY ANTI-HARRASMENT TRAINING VIDEO

- A. The members of the committee watched the video and signed the necessary paperwork.

13. ADJOURNMENT

Motion made by Bill Kreuder and second by Janet Day to adjourn the meeting at 9:51 pm. All in favor, motion passed.

Submitted by,

Kelly Kellaway

BERNARDS TOWNSHIP
GOLF ADVISORY COMMITTEE (GAC)
BY-LAWS

Conduct at Meetings

1. The Chairperson when present shall conduct all meetings.
2. The Vice Chairperson shall conduct the meeting when the Chairperson is absent.
3. If the Chairperson and Vice Chairperson are both absent, a member from the committee would be nominated and elected to be “chairperson of the day.”
4. A majority of the whole number of members of the GAC committee shall constitute a quorum. Without a quorum, the presiding officer of the GAC will make the decision to hold the meeting but no formal action will be taken.
5. At the reorganization meeting, the committee meeting schedule will be set for the year according to the meeting key set by the Municipal Clerk with no less than four meetings a year.
6. Meetings shall be conducted in accordance with these regulations and Robert’s Rule of Order.

Agenda

1. The proposed agenda for each meeting shall be completed by the Chairperson and/or Vice Chairperson and Director of Parks & Recreation. The Recording Secretary shall make the proposed agenda available to the public at least five business days in advance of the meeting.
2. The Committee may amend the agenda as the first item of business at the meeting upon determination that a need to amend the agenda exists. A majority of committee members present must agree that a need exists in order to add or remove an item for discussion.
3. The agenda for the regular meetings shall be as follows:
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call
 - d. Approval of Minutes
 - e. Correspondence
 - f. Project Reports
 - g. Unfinished Business
 - h. New Business
 - i. Committee and Staff Comments
 - j. Committee Discussion Items
 - k. Public Comment
 - l. Adjournment

Addressing the Committee

1. Any person desiring to address the Committee shall first seek recognition from the Chairperson and shall proceed to give his or her name and address. Public comment is limited to five minutes per person. If more presentation time is needed, the committee will decide upon a time the topic can be added as an agenda item.

Minutes

1. Approved minutes, with all corrections and additions made, shall be available to the public within three (3) working days of the approval on the Municipal Website.

Responsibilities of Committee Members

1. Special projects may be determined by the Chairperson and/or Vice Chairperson and Director of Parks & Recreation that require the organization of a project team. If needed, members will be appointed as Project Team Managers and Project Team Members.
2. Committee members may be asked to attend certain events held at the course throughout the year.
3. At the discretion of the Chairperson, Vice Chairperson or Project Manager, we will reach out to additional volunteers to work events or projects.