

**Wicomico Shores Golf Course Advisory Board
MINUTES
Wednesday, January 20, 2016**

MEMBERS PRESENT: Bob Richardson, Chairperson; Jenny Russell, Vice-Chairperson; Richard Buckler, Bob Collier, Pete Delman, David Phalen and Jerry Slagle.

MEMBERS ABSENT: None

R&P STAFF AND OTHERS PRESENT: Brian Loewe, Director; Patty Meyers, Golf Course Manager; and Jim Farren; Golf Course Superintendent, St. Mary's County Department of Recreation and Parks.

CALL TO ORDER

The meeting of the Wicomico Shores Golf Course (WSGC) Advisory Board was called to order at 6:00 p.m. at the Wicomico Shores Golf Course Clubhouse.

APPROVAL OF MINUTES

Richard Buckler moved, seconded by Bob Collier, to approve the minutes of October 21, 2015; motion carried with all in favor.

INTRODUCTION OF NEW BOARD MEMBER

Chairperson Bob Richardson introduced David Phalen as the new Board member.

REOI

The Request for Expression of Interest (REOI) for the future management of the golf and food and beverage operations was sent out in early November 2015, a site visit was held on November 13th and submissions were due by December 1st. As a result of the solicitation, one expression of interest was received.

FINANCIAL REPORT

Ms. Meyers referred to the handouts sent to Board members: 1) Projected Year-to-Date Rounds of Golf, Revenue and Expense Comparison FY2015 Compared to FY2015; and 2) Year-to-Date Rounds of Golf, Revenue and Expense Comparison FY2016 Compared to FY2015.

Ms. Meyers noted that rounds were down from July through December, likely due to the weather. So far, revenues for January are above last January's numbers. Some new season pass holders have signed up. Greens fees and cart fees are above last year, due to the fee increase. The restaurant is doing well with increased weddings and party bookings. The greens and grounds budget category reflects results of equipment repairs and unforeseen circumstances. The budget changes the CSMC made during the FY2016 budget process are beginning to be realized; the full impact will be realized when the fiscal year is complete.

NEW YEAR'S EVE EVENT

Ms. Meyers reported that the New Year's Eve party only had ten people in attendance. Mr. Slagle stated the fee increase could have been the problem. Staff will re-evaluate the event for next year.

2015 ANNUAL REPORT

The Board reviewed the draft annual report. **Jenny Russell moved, seconded by Bob Collier, to approve the draft Annual Report for submission to the CSMC.**

ELECTION OF OFFICERS

Jenny Russell moved, second by Bob Collier, to nominate Bob Richardson to serve as Chairperson for 2016; motion carried with all in favor. Bob Collier moved, seconded by Richard Buckler, to nominate Jenny Russell to serve as Vice-Chairperson for 2016; motion carried with all in favor.

BUDGET UPDATES

Staff plans to request two new pieces of equipment (a greens mower and surrounds mower) for FY2017; the hope is to finance the equipment through exempt financing. The increase in the minimum wage, and impacts of the Affordable Care Act, have the potential to impact the golf course budget.

OTHER BUSINESS

Ms. Meyers announced to the Board that she anticipates retiring effective June 1, 2016. Mr. Delman asked if the Advisory Board would have input in the hiring process and mentioned the option of merit vs. a contractual hire. Mr. Loewe stated that he will discuss the matter with the Department of Human Resources. The Board requested the topic be included on the April meeting agenda.

SCHEDULING THE NEXT MEETING

The next regularly scheduled meeting of the WSGC Advisory Board will be held on Wednesday, April 20, 2016.

ADJOURNMENT

The meeting adjourned at 7:15 P.M.

Kathy Bailey, Recorder (from tape recording)