November 7th 2018
MiGCSA Board Meeting
Bucks Run Golf Club, Mt. Pleasant

1. President Dingman called the meeting to order at 10:05 am to order.
2. In attendance: President, Dan Dingman, Vice President Jeff Sweet, CGCS,
Secretary/Treasurer Rob Steger, CGCS, Past President Mark Ostrander, Doug Hoeh,
Doug Ware, Scott Pulaski, Jim Bluck, CGCS, Jeff Hopkins, Jesse Shaver, Ryan Moore &
Assistant Liaison Dave Makulski. Not in attendance: Andy Dalton
3. President’s Comments: President Dingman spoke about the challenging weather this
summer from heat and drought to extreme flooding and thanked everyone for their
attendance to these important meetings. He thanked Vice President Sweet for hosting
the meeting and briefly discussed the agenda for the day and how it is formed over the
summer.
4. Financial Report: Adam spoke about the EHTC accounting review process and will
forward the items addressed to the board with the meeting minutes.
This is the EHTC review items and recommendations email:

Here is a brief summary of the major issues I have worked on in regards to your account.
1. Correcting the negative amounts in Accounts Payable Aging Detail.
2. Correcting the negative amounts in Accounts Receivable Aging Detail.
3. Merging duplicate Accounts Receivable accounts to enable payments to match up
with invoices.
4. Reclassify 6/22/2015 entry $53,460.00 from Opening Bal Equity.
5. Reclassifying entries from 2016-2018 to proper accounts. Where Sales Tax/Income
may have been incorrect as Income was hit multiple times. I needed to break out Sales
Tax in each transaction and calculate amount actually owed to Michigan Treasury.
There were also duplicate Sales Tax general ledger accounts that needed to be
addressed.
6. Prepare and File 3 years of Sales Tax Returns which includes 4 quarters and an
annual filing each year.
7. There were many duplicate items on the books due to Quickbooks Bank Feeds and
manual data entry of same transactions. Also, due to deposits being recorded which
paid invoices and not entered through Accounts Receivable.
8. Re-reconcile 2018 Checking Account as one month was missing and there were
many un-cleared checks and deposits going back to 2015 that needed to be addressed.
9. Reorganize cash and brokerage accounts and reconcile the savings account as a
lump period in December 2017 as it had not been done and each month in 2018. The
Brokerage account needed to be reconciled quarterly and I started with Dec 2017, as the
statements received are quarterly and it had never been done.
10. I needed to do some adjusting journal entries on 12/31/2016 to reconcile to books to
the 2016 tax return as it did not tie out.
Future Recommendations:
Lisa to Review each month Checking and Savings account Bank Reconciliations.
Lisa to Reclass Sales Tax Square account to Sales Tax Payable monthly.
Lisa to complete quarterly Brokerage account Reconciliation, due to the recording of gains and losses.
Lisa to complete quarterly Sales Tax Return and Annual Return
Lisa to complete yearly 1099 filings.
Lisa to review books and financial statements each month for correct account classification.
Adam when completing Invoicing and Deposits, break out Sales Tax for each transaction as discussed.
Adam when completed Bank Reconciliations for Checking and Savings, review what did not clear for bank balance accuracy.
I would also strongly recommend reworking the Chart of Accounts to function more smoothly for the organizations benefit. Some accounts are not in accordance with the recommended account structure. I do have some more fine tuning to finish up in 2018 clean up.

Please let me know if you have any questions.

Thank you,
Lisa J. Hall
Senior Accountant

After the review of the P&L statement through October there was a discussion about the cost of the Fundraisers and if there should be an additional fee for the Northern event based on the cost of hosting the event at Arcadia Bluffs. Jim Bluck spoke about the heavy play year round at Arcadia, Adam did confirm that they are still giving us a very good price at $110 per player but that the cost used to include lunch and now does not which led to an increase in our costs in 2018. For 2019 there will be a Sunday afternoon round on the new South Course as an option that will help increase the bottom line of our fundraisers in 2019. After discussion it was decided that the increase from two year ago from $125 to $155 was sufficient for now and will be re investigated in fall of 2019 to see if the low attendance trend for the Western and Big event is a trend or related to the very challenging year.

5. Vice President Sweet spoke about his visit to National Golf Day in April, he thought it was a very well run and worthwhile event to continue to send the MiGCSA Vice President to every year, his trip was short but productive. There was then discussion on sending an additional member each year who is a grassroots ambassador. The cost from 2018 was $750 for Jeff to attend, it was unanimously approved to send a grassroots ambassador every year to accompany the Vice President. The selection process will be done by the Government Relations Committee which will be chaired by
Kyle Barton from Tam O’ Shanter C.C. and consist of all of the Grassroots Ambassadors in Michigan.

6. There was a discussion about the new GCSAA initiative for more member to host a First Green event at their facility. Adam showed the group the website www.thefirstgreen.org. This is a STEM learning opportunity for golf courses to host field trips and conduct hands on learning experiences and expose youth to the industry and what Superintendents do. The GCSAA is working on having kits available for Superintendents or Chapter to purchase for use at the events. Dav Makulski spoke about Tim Matty at CCD hosting one. It does take time to meet with the school and to get them to understand the opportunity, over the winter is a great time to go have a meeting with administrators and set up a trip in the spring.

7. Mike Meindertsma, Managing Director/ Financial Advisor from Northwestern Mutual presented to the board on the investment of $50,000 that was made in 2015. The fund has grown to just shy of $60,000. The fund is current set for a balanced approach based on the investor profiles done by the board at inception. Mike spoke about the bond market going down as interest rates raised, Secretary/Treasurer Steger asked why if this is a known cycle that the funds were not moved out of that sector. Mike replied with this not being a highly managed fund and the cost would be higher for it to be managed on a more frequent basis, he did not recommend that for this small of a fund. Ryan moore asked about the cost to withdraw any of these funds and Mike said there is none, it is a class A share and we pay any fees up front at the time of investment. Mike did recommend that the Board make a long term strategic plan on what the goal of these funds are, there has been discussion of trying to grow this to cover one year of operating. The entire board completed an investor profile document that Mike will average out and adjust the strategy accordingly. Adam will also have the 2019 Officers sign the sheet to be on this account in January at the Turf Conference.

8. Broke for lunch at 11:40

9. After lunch Adam spoke about making some changes to the Spring Management Meetings and to possibly combine them into one larger gathering that would move from Grand Rapids to Detroit every other year that would be scheduled to start at noon and have 4 hours of education, social activities that evening and then 4 more hours of education the next morning. This is tentatively called the Mini Conference. Dough Hoeh did express concern over losing an event in the North and requiring more travel for northern members. After discussion it was decided that if we went forward with this that it would be a three year rotation to include a northern michigan ski area. This event would also include Equipment Manager, Assistant and crew education tracks. It was the general consensus that the traditional spring meetings are getting stale. There was discussion on time of year, either early December of early March. This goes hand in hand with more local options for classes geared toward MiGCSA Member employees
like the chainsaw meeting and EM classes being piloted this year. The goal would be to utilize some chapter funds to offset the cost of this event similar to the Spring Meetings to try to keep it affordable for attendees. President Dingman asked for the Education Committee, and Chairman Jeff Hopkins to discuss this option and make a recommendation to the Board at the next meeting in December.

10. Scott Pulaski spoke about the GCSAA BMP Committee he is chairing. He looked into it this spring and spoke with GCSAA about the process. Adam has a bid from Stacey Kingsbury who has completed these for many other chapters. This was tabled for discussion at the next meeting after Scott investigates the process further.

11. President Dingman spoke about the idea of doing a billboard during the 2018 PGA Quicken Loans National event at DGC. This is something the Wisconsin and Minnesota chapters did around their Ryder Cup and US Open events.

Here is what Wisconsin did for $10,000: The WGCSA, along with the Wisconsin Turfgrass Association, and WI Section of the PGA showcased the GOOD the game of golf does for Wisconsin’s Economy and the Environment. The Billboard campaign (below) were featured around Milwaukee during the US Open at Erin Hills in June of 2017. Images here: www.wgcsa.com/page-18127

Here is a link to the Minnesota information on their eight second burst, once each minute, rotated messages from Monday through Sunday 24/7 of the Ryder Cup week. Three locations for $7,000: https://drive.google.com/file/d/1gfvFbDnkv3cfBso40Y2in3gyyOwouJxs/view?usp=sharing

12. There was discussion on the need for a printed membership directory and magazine. It was quickly decided that the magazine is an important document to continue to print. After more discussion it was decided that the Membership Directory would no longer be printed and those funds would be allocated toward making a very user friendly app interface for the websites online membership directory which is always the most up to date information. Adam will discuss this with Gaslight Media our website provider.

13. Past President Steve Hammon spoke to Adam this summer about the possibility of a Grow the Game Scholarship. The intention is to make funds available to members to help sponsor or promote local grow the game initiatives that are important to them. A tentative budget of $1,000 was set and President Dingman asked Scholarship Committee Chairmand Doug Hoeh to contact Steve to discuss the details and logistics of this scholarship. They will discuss who is eligible to apply and how they will be judged and report back to the board at our next meeting.

14. Adam and Secretary/Treasurer Rob Steger visited the MGHoF Building at Ferris State on Monday 11/5 to tour and discuss the MiGCSA Sponsorship of a hitting bay. There have been significant changes to the building since the board decided to commit to the
sponsorship. The changes are going to result in a much more useable space and building but the changes were not communicated well to the MGHoF Board and thus to the MiGCSA Board. There are two options available for our sponsorship, the upper floor simulator bay 4 or the lower level hitting bay and club fitting are bay 1. Both areas will have a lot of traffic but the board thought the simulator bay would be more appropriate for our sponsorship, and the lower level hitting, teaching and fitting bay would be better for the PGA, Adam will communicate this to the MGHoF. Adam also let the group know nominations for the hall are due by 11/15. There was discussion about who to nominate and the decision to try to nominate someone from our industry every year was made. President Dingman asked the board to complete a nomination form and return it to Adam before the deadline if they had someone in mind. The nomination form is due by November 15th and can be downloaded here: https://drive.google.com/open?id=1xe9_uMvJnq-FOWi5XdWye15nBwjkuG8

15. Adam spoke about the possibility of having an MiGCSA Future Committee. This would be comprised of some MSU Students and younger Assistants to help the miGCSA to stay ahead of the curve on new technology and to have insight to what the future generation of members may want or need. After discussion it was decided to not go forward with this at this time due to logistics of rapidly changing MSU students and new assistants and their time availability.

16. The Member Needs Survey, Events, Funding and more? Was tabled until the next meeting.

17. Committee Reports:
   a. Assistant Superintendent - Dave Makulski, Assistant Liaison spoke about the compensation survey results. The results were emailed out and are available on the website under news/surveys. They hosted two shop talks that were not well attended but were valuable for those that did attend. He plans to continue these events in 2019 and asked for board members to consider hosting. They are going to try to do a ski trip this winter, Dave will work with Adam on a date.
   b. Equipment Managers - Chairman Rob Steger spoke about the meeting in the fall that was well attended and that there are plans for December EM meetings at CCD, Kalamazoo CC and Treetops. So far there is only one agenda for the Kalamazoo meeting so that is all we have on the website. There was also discussion on the apprenticeship program form Equipment Managers to train under experienced EM’s and complete the training and enter the workplace with this experience. Rob believes this program was completed by Heath Bronk at Kalamazoo CC but will follow up to find out if it is ready.
   c. By-Laws - It was discussed that there should be a new chairman for this committee besides Adam, Past President Justin Bickel was nominated to chair this committee because of his experience with the bylaws during his term and his desire to continue to be involved. This was unanimously approved.
   d. District/Events - This was tabled for the next meeting.
   e. Communications - Chairman Rob Steger spoke about the need for the MiGCSA to better communicate to the membership what the Association is accomplishing.
Also with this how do we better learn from Members what they want from the MiGCSA. It is hard to effectively communicate all we do in print with the amount of information presented to everyone in today’s information age. The most effective way is a one on one personal conversation with members. President Dingman suggested a “tell the board” link on the website for easy suggestions from members, Adam will inquire with Gaslight on this.

f. Education Committee Chairman Jeff Hopkins has his same committee from last year ready to go and he will plan a meeting before the next MiGCSA Board meeting to discuss the education plans for 2019.

g. Government Relations - It was unanimously decided that Kyle Barton will chair this committee and the rest of the committee will be comprised of the GCSAA Grassroots ambassadors.

h. Membership - Committee Chairman Doug Ware had no new report.
   i. Adam spoke about the goal of meeting with the Northern Great Lakes chapter that is in the UP and Wisconsin to see how we can better serve them, he and Brett the Wisconsin ED are trying to find time to go up for a meeting.
   ii. President Dingman and Adam spoke about the idea of having a Michigan Golf Course Association, (formerly Michigan Golf Course Owners Association) Membership class. The goal would be to make our employee focused basic education events available to the Superintendent or employee who cares for their courses that are in need of this education. There was discussion of any issues with GCSAA or responsibility for these members if they are not following the laws and regulations after attendance or being members. This membership classification was unanimously approved at the same rate as a class A or B member. Adam will investigate liability and any GCSAA conflicts.
   iii. Mentorship - Secretary/Treasurer Rob Steger spoke about the addition of a Mentor tag for Equipment Managers. This would be an indication in the directory of EM Members who are willing to be mentors for other EM members. There was discussion of also having this indication for class A and B members but it was decided that the MiGCSA board members who represent their district would serve in this capacity and there was no need for an indication marker.
   iv. Dues Increase? Package Memberships - This was tabled for the next meeting.

i. Nominating - Past President Mark Ostrander spoke about the two members who will be running for a board position this winter, Geve Davis will run for the open Northern spot and John Tuckerman will run for the open western spot.

j. Bylaws requirements for district representation was discussed. Is there still a need to have 3 representatives from each district, or would we be better served by having two from each district and 4 at large positions? The goal would be to eliminate the need to have qualified and willing members wait for a spot in their
district to open or to have trouble filling a spot in any district where there are not viable candidates. After discussion this was tabled for the next meeting.
k. Scholarship and Awards - Chairman Doug Hoeh will conduct MSU Student interviews on December 13th at MSU with his committee, he has received two Heritage Scholarship applications so far.

18. New Business - Not discussed
19. Next meeting will be set up via doodle poll online this week.
20. Adjourn at 2:02 pm