

**TOWN OF LUDLOW
WESTOVER MUNICIPAL GOLF COMMISSION
488 CHAPIN STREET
LUDLOW, MASSACHUSETTS 01056
(413) 583-8456 Business Office
(413)-547-8610 Pro Shop (413)-583-8025 Maint.**

Minutes from the meeting of Oct. 15th, 2019

MEETING OPENED: 7 p.m.
LOCATION: Westover Golf Course Business Office
CALL TO ORDER: Chairman Sean McBride

ROLL CALL OF COMMISSIONERS:

Sean McBride	Present
Donald Cameron	Absent
Paul Chrzan	Present
Brian Mannix	Present
Jason Martins	Present
Harry Mills	Present
Joe O'Brien	Absent

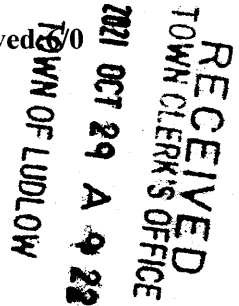


Approval of Minutes: Sept. 3rd **Motion:** Martins **Second:** Mannix **Approved:** 5/0

Sept. 17th **Motion:** **Second:** **Approved:** TABLED

Approval of bills after review

Motion to approve: Chrzan **Second:** Mannix **Approved:** 5/0



Appointment: Kim Collins, Town Accountant

Re-cap of visit: issues discussed were tournaments deposits, "banks" for registers, review of the Town Mtg. article and moving forward. After a review of a recent deposit, it was discovered that the checks from Bill's payroll company has Westover Golf printed on them. After some confusion and finally a reconciliation, Bill will have that (Westover Golf) removed and PGM put on.

Tournament deposits and tracking needs attention. Tournaments need to fill out a Request Form, all tournaments requesting a "discounted" rate must appear before the Commission

A "bank" will be established within the line items of the budget to reflect the start up every morning for the registers. Chairman also briefly explains the possibility of moving over to Tee Snap as our Tee Sheet Management Company.

REPORTS:

Golf Professional – Bill Kubinski – Postponed to next meeting

Superintendent – Ryan Linton: Trying to keep up with the every day clean-up and leaves. Incident today with Mr. Caven; he (Craven) sent a letter to the commission (copy in folders). I was one of the individuals on 16, waved at each other. One of the staff mowing collars on 18, issue was having to wait to play through. Chairman asked both Ryan (as Superintendent) and staff member to write

an incident report for the file. Commissioners asked about irrigation system schedule shut down. Ryan replies that is tentatively set for Nov. 5th and 6th.

Secretary's report: In folders

Correspondence: none

Liaison Reports

Budget & Finance – On going

Clubhouse Operations – nothing

Grounds & Course Maintenance- nothing

Information & Technology – nothing

Tournaments / Leagues / Special Events – nothing

Shared Services: In progress

OLD UNFINISHED BUSINESS:

NEW BUSINESS:

Motion to adjourn:

All in favor

Respectfully submitted: *Barbara White*

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