

1. March 2024 Meeting information

- a. Meeting – in person
- b. Location – Corporate office
- c. Manager: Connie Rose
- d. April 2024 meeting, will be in person, 1:00 pm on Tuesday May 7, 2024.
- e. Attendance for the March 2024 meeting.
 - a. Agronomy – Doug
 - b. Horticulture – Sue, Connie
 - c. Golf operations:
 1. Golf Shop – Simon
 2. Golf Services – Jordan
 3. Course Marshals – Jordan
 - d. F & B On Course Service – Madeline
 - e. Tennis – Fred
 - f. BMAC – Jena
 - g. Maintenance - Patrick

2. March 2024 Department Updates

a. Agronomy

- incident report for a worker in the path of a golf ball, worker was narrowly missed. No injury, worker kindly asked golfer to wait until workers were clear of area.
- first aid record for a worker who strained back while using a Salsco, worker changed to light duties, no lost time no medical attention.
- monthly summary submitted.

b. Horticulture

- first aid record completed, worker punctured finger with staple removing a tree stake, cleaned the area used band aid.
- monthly summary submitted.

c. Golf Operations:

1. Pro Shop – Nothing to report. Monthly summary submitted.
2. Golf Services Update - Nothing to report. Monthly summary submitted.
3. Course Marshals Update – Nothing to report. Monthly summary submitted.

d.F & B

- incident report completed.
- monthly summary submitted.
 1. Members lounge - Nothing to report.
 2. On course beverage cart service - Nothing to report
 3. Comfort 10 Mountain Course - #1 incident report, worker thought they started the BBQ, so they closed the lid, when worker returned to check the BBQ they noticed it actually did not light. The worker proceeded to light the BBQ again with out letting the

accumulated propane dissipate, as a result when the worker went to light the BBQ again the accumulated propane lit, and the workers hair was singed. No injury, no missed time, no medical attention.

#2 incident, beverage cart had two loose lugs under the hub cap after a scheduled maintenance, the worker made it to the comfort 10 station on the mountain course, mechanics were notified, and the wheel was secured.

4. Comfort 11 Valley Course - Nothing to report.
 5. Lift Pool Side Bar and Grill - Nothing to report.
 6. Lift Coffee and Juice bar - Nothing to report.
 7. Hub storage area - Nothing to report.
- e. **Tennis**– Nothing to report. Monthly summary submitted.
- f. **BMAC** – Nothing to report. Monthly summary submitted.
- g. **Maintenance** – Nothing to report, Monthly summary not submitted.

3. Follow up

1. Tennis shed has a hole in the roof, needs repair.

4. Department inspections completed in the month of March 2024

- a. **Agronomy** – Janitors closet top shelf (holds toilet paper and paper towel) is broken needs to be fixed. The fluorescent light in the lunchroom is burnt out and needs replacing. **Replacement light is on site.**
- b. **Horticulture** – Florescent light in office needs a cover.
- c. **F & B operations**
 - 2 Comfort 10 Mountain course **BBQ parts ordered.**
- d. **Tennis** – Storage shed, has hole in roof, leaking water.
- e. **Maintenance** – Aisle in boiler room is cluttered with items that can be relocated. Shelves in boiler room are a catch all location and these items can be organized and relocated. Stickers need to be placed on a chemical shed.