

1. November 2022 meeting

- a. Email updates only due Wednesday December 7, 2022.
- b. Email updates only
- c. Manager: Connie Rose
- d. Next meeting for the month of December 2022 held in person Wednesday January 4, 2023 1:00 pm in Agronomy lunchroom.
- e. Updates for November 2022:
 - Agronomy – Doug
 - Horticulture – Connie
 - Golf front end operations:
 - Golf Shop – Jordan
 - Golf Services – Jason
 - Course Marshals – Jordan
 - F & B On Course Service – Andy
 - Tennis – Fred
 - BMAC – Kirsten

2. Department Updates

- a. **Agronomy:** Nothing to report, monthly summary submitted.
- b. **Horticulture:** One first aid record completed. One incident report filled out. One hazard report filled out. One worker slipped on ice that was covered with a layer of snow in the service yard on the concrete pad. Due to winter conditions the entire service area remains a hazard area with snow clearing and ice melt applied as needed. Worker did not miss any work and did not need medical attention.
Monthly summary submitted.
- c. **Golf Shop:** Nothing to report, monthly summary submitted.
- d. **Golf Services Update:** Nothing to report, monthly summary submitted.
- e. **Course Marshals Update:** Nothing to report, monthly summary submitted.
- f. **F & B On Course Service Update:** Nothing to report, monthly summary submitted.
- g. **Tennis Updates:** Nothing to report, monthly summary submitted.
- h. **BMAC:** Nothing to report, monthly summary submitted.

3. Department inspections completed December 8, 2022.

Pro shop – Next inspection scheduled for May 2023.

Golf services – Jordan reported an email has been sent out to members requesting the weight in golf bags be addressed. We are approved to install a fire extinguisher, Jordan and Jason to decide on a location. Next inspection scheduled January 2023.

Starters and marshals – Next inspection scheduled for May 2023.

Food and beverage –

- Members lounge – inspection found one fire extinguisher needed, location to be discussed in January inspection. Inspection found nonslip anti fatigue mats needed. Length 23 feet, width 6 feet. These mats can be purchased at Industrial Plastics & Paints. Next inspection January 2023.
- Comfort station 10 mountain course – next inspection May 2023.
- HUB storage area – two step ladders needed for this space. January 2023.
- Unable to talk to an on-course service worker this inspection. January 2023.
- Unable to talk to BMAC kitchen worker this inspection. Next inspection January 2023.

Agronomy – Inspection found the upper mezzanine needs to be cleaned. Inspection found blood stoppers and alcohol wipes were needed. Next inspection January 2023.

Horticulture – Inspection found office door is difficult to open and close. Inspection found the green sea can used to store tools has an eye wash station that is no longer in use, we removed this white box from the inside of the door. Next inspection January 2023.

Tennis – Next inspection May 2023.

BMAC – Next inspection May 2023.

Maintenance workshop – Next inspection scheduled March 2023.

4. Additional safety meeting for Agronomy and Horticulture teams

Change of season safety meeting, held November 3, 2022, in Agronomy lunchroom.

The following topics and safety practices were discussed.

-thunder and lightning warnings

-hypothermia

-down power lines

-wind warnings

-rainfall warnings

-driving speed for all utility vehicles

-driving when snow in the ground

-what is a muster station? And where is ours?

-what is the address you provide medical assistance in an emergency?