

Yarmouth Golf Enterprise Committee
Minutes of Work Meeting
February 18, 2019

Attending Committee Members: Ellen Chapman, Ted Deckel, Wayne Kivi, Andy Martin, Kristen Seymour and Ralph Simonds.

Attending from the Golf Operations Department: Becky, Eric and Keith.

The meeting was called to order at approximately 5:00 PM at the Bayberry Restaurant.

Public Comments:

As this was a workshop meeting, there were no public comments. In fact, there were no attendees from the public.

Discussion Highlights:

1. Revenues: There is a 40% increase in revenues compared to last year.
2. RFP submission and review process:
 - a. Due date for the submission of RFP responses was extended to 3:00 PM, Thursday, February 21st.
 - b. At this time the RFP responses will be opened and reviewed independently by the 5 members of the review committee (Pat Armstrong, Chris Dwelley, Rich Bienvenue, Scott Gilmore and Ellen Chapman).
 - c. The committee will meet Thursday, February 28th to review together.
 - d. March 1 – 10: Possible interviews, phone conversations and reference checking.
 - e. Monday, March 11th: The committee will review the evaluations with the GEC.
 - f. Tuesday, March 26th: The GEC will present recommendations to the BOS.
 - g. The BOS will then make their recommendations to the Town Administrator.
3. GEC presentation to BOS review:
 - a. JJ Keegan mentioned during the GEC meeting with him that town officials do not want to deal with the GOLF issue.
 - b. There was a discussion on the format for our presentation and whether this would be considered a proposal or a recommendation.
4. Restaurant: As Heather is no longer employed as manager, and there may not be a contract in place until later in the spring, how will the restaurants open and function when the courses open in April?
5. Liquor License: The license was previously in Heather's name, now in Becky's name. What are the ramifications if a contract is signed with a vendor for the management of the license?

Meetings for February – Agenda Items:

Prior to our regularly scheduled meeting in March, another workshop meeting will take place 5:00 on Monday, February 25th at Bayberry for further discussion of our presentation to the BOS regarding the response to the RFPs.

The meeting concluded at 7:05 PM.