1400 North 200 East
American Fork, UT 84003
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Minutes of the Fox Hollow Golf Club Board of Directors Meeting held **March 21, 2024** at **6:00 p.m**. at the Fox Hollow Golf Club, 1400 North 200 East, American Fork, Utah.

Members Present: Paulette Anderson, Keely Giles, Max Powell, Jay Fugal, Johnny Revill, Clark Taylor, Stewart Reeve, Ryan Wood, and Steve Chipman.

Excused: Dave Richards, Johnny Revill

Others Present: Jaxson Taylor, John Hansgen, Riley Bunker, JanCarlo Valdivio, Dianna Andersen and Wendy Thorpe.

1. Welcome

Chairman Jay Fugal welcomed the members of the Board at 6:00 p.m.

2. Public Comments

There were no public comments.

3. Operations Report– Jaxson Taylor

Mr. Taylor reported they been open and busy, even on bad weather days. The first staff meeting was conducted with the pro shop and cart staff. In that meeting Riley introduced the PAR (Professional, Accountable, Responsible) method as a staff model. He reported 339 total members and anticipated reaching 350 by the next meeting. Social media has filmed upcoming content pages for upcoming events. He expressed appreciation to John for setting up the storage area for tables and chairs. Challenges have been faced with members hitting off the driving range on the grass. Signage was placed to deter the practice. Staff was being training to notice and make announcements on the intercom when it happens. Funding was being sought for outside bathrooms. Clark reported decisions should be forthcoming.

4. Superintendent Report on grounds and equipment – John Hansgen

Mr. Hansgen reported multiple projects including daily maintenance and clean up, efforts to increase the pace of play and expanded tee placement. They have been servicing equipment, lighting, and have repaired hydraulic leaks. He expressed appreciation to Jan Carlo and his crew for their efforts. The filter station and pumphouse meters were installed. The grant contract was still being worked on. Additional pump maintenance will take place tomorrow. Bids have been received for the purchase of a tee marker and other equipment; the new aerator has arrived.

5. Discuss and Review the following projects:

a. **Filter station for pressurized irrigation system** – Mr. Hansgen reported the equipment had been installed.

b. **Discussion on two new storage areas under the south-covered walk away**. Mr. Hansgen reported the new storage area has been finished.

c. **Repair of fairway culvert on hole 14 (American Fork City)** – Mr. Hansgen said he could look into the cost of a temporary bridge.
   i. **Possible bridge repairs are not likely to happen in 2024.**

   Funding for the bridge repair was being sought and if funds were received from FEMA the bridge would have to be reconstructed exactly as it was. Plan of action and timeframe for funds was still to be determined. David was the best point of contact for additional information.

d. **Repairs**
   i. **Roofs for the bathrooms**
   ii. **Pumps**

   Funding has been requested for updating the outside bathrooms. Pump work continues. At least one will be pulled tomorrow for repairs.

e. **New Golf Cart Updates**
   Delivery was anticipated by mid-April. They should arrive before the next board meeting.

6. Committee Groups:

Mr. Fugal recommended the formation of three sub-committees to assist with golf course projects. Members from each city would be assigned to serve on a specific committee as outlined below:

a. **HR/Employee Retention/Personnel**
   Mr. Fugal made the recommendation for Ryan, Dave, and himself to serve on the HR, Employee Retention and Personnel committee.

b. **Events/Member Benefits**
   Mr. Fugal made the recommendation for Keely, Paulie, and Johnny (when he returns) to serve on the Events/Member benefits committee.

c. **Projects/Improvements**
   Mr. Fugal made the recommendation for Steve, Clark, and Max to serve on the Projects/Improvements committee.

He added that no action was necessary this evening. He asked members to reach out to him with any sub-committee changes or recommendations.

Action Items

1. **Review and action on approval of the February 15, 2024 board meeting minutes.**

Clark Taylor pointed out that he was not present at that meeting and the minutes needed to be updated to reflect that. it was also stated the phrase gift shop should be corrected to pro shop.

> **Motion:** Mr. Clark Taylor moved to approve the February 15, 2024 board meeting minutes with corrections. Ms. Keely Giles seconded the motion.
>
> **Vote:** Clark Taylor, yes; Paulette Anderson, yes; Max Powell, yes; Jay Fugal, yes; Steve Chipman, yes; Keely Giles, yes; Dave Richards, absent; Ryan Wood, yes; and Johnny Revill, absent. The motion passed with 7 in favor and 2 absent.

2. **Review and action on the February 2024 Finance report** – Presented by Stewart Reeve.

The payment was made by March 15, 2024 for the bond that would end in 2027. He stated revenue started strong and they had a solid start to the year.

> **Motion:** Mr. Max Powell moved to approve the February 2024 Finance report. Ms. Paulette Andersen seconded the motion.
>
> **Vote:** Clark Taylor, yes; Paulette Anderson, yes; Max Powell, yes; Jay Fugal, yes; Steve Chipman, yes; Keely Giles, yes; Dave Richards, absent; Ryan Wood, yes; and Johnny Revill, absent. The motion passed with 7 in favor and 2 absent.

3. **Discussion on additional business items for placement on a future agenda** –

The parking lot options for paving, mapping, and restriping to provide more stalls with a new flow pattern should be on the next meeting agenda.

4. **Consideration of holding a Closed Session to discuss the character, professional competence, or physical or mental health of an individual.**

Mr. Clark Taylor moved to adjourn the regular meeting and move into closed session at 6:29 p.m. Mr. Max Powell seconded the motion. The motion passed unanimously.

5. **Adjournment**

Mr. Ryan Wood moved to adjourn the regular meeting. Mr. Clark Taylor seconded the motion. The motion passed unanimously. The meeting was adjourned at approximately 7:16 p.m.

Meeting Minutes Approved: April 18, 2024