

Cinnabar Hills Men's Golf Association (CHMGA)

Monthly Board Meeting - Minutes

March 11th, 2025

Meeting Details	
Meeting Date:	March 11th, 2025
Meeting Time:	6 pm
Meeting Location:	Holder's Country Inn 1424 Saratoga Ave, San Jose
Dial-in Info (if required)	Dial-in #: XXX-XXX-XXX Passcode: afcdef Meeting id: XXX XXX XXXX
Minutes Taker:	Jeff Fell

Meeting Called to Order	
Time: 6:03 pm	Steve Shortt

Attendance		
President	Steve Shortt	Present
Tournament Director	Erik Feldman	Present
Secretary/Membership Director	Jeff Fell	Present
Treasurer	Nick Egan	Present
Handicap Chairman	Justin Smith	Present
Rules Chairman	Paul Vieth	Present
Club Operations Chairmen	Erik Feldman	Present
Members Operations Chairman	Richard Lebakos	Present

Priority Items

Committee Reports
<p>President</p> <ul style="list-style-type: none"> ACTION: Steve to investigate options for membership socials and present proposals to board at February meeting; including potential membership meet & greets pre/post rounds on tournament days <ul style="list-style-type: none"> UPDATE: Plan to include social time for an hour as part of 9-hole Twilight Services. Also, will plan to include social activity for annual board meeting in May.

- **ACTION:** Steve owns the overall update of the by-laws. Jeff to send out current by-laws to board members for them to review and provide feedback/updates on them and their positions. Jeff to coordinate with board members a draft of an updated by-law for future membership approval. Goal is to have a proposal for membership approval in March.
 - **UPDATE:** Jeff to distribute red-lined Bylaws based on feedback Michael Tovish had received from board members and other clubs. Plan to finalize by April 1 so they can be provided to members 30 days before membership meeting.

Tournament Director

- **ACTION:** Follow-up from last meeting. Board to review final tournament schedule and approve.
 - **DISCUSSION:** Erik shared current tournament schedule with the Board. Need to account for aeration schedule when planning tournaments, especially NCGA qualifiers. Also discussed the need to have at least one postable round per member out of the 2 tournaments with have each month.
 - **UPDATE:** The Board agreed to swap the 4/12 tournament format with the 5/3 tournament format due to green aeration. Agreed to change 2-man scramble paired with NCGA 2-man Senior Qualifier to match 2-man best ball being played for the Qualifier. Erik to provide updated schedule for Jeff to update spreadsheet. Justin to do the same with his TI spreadsheet.
- **ACTION:** Erik/Jeff to send out flighting guidelines to the board, for review and approval on how members are assigned to flights and tee boxes for each tournament.
 - **DISCUSSION:** Jeff sent out a draft of flighting guidelines to the Board for review. Discussed rationale for flighting first by tee box, and then by Handicap for further flighting. For NCGA events, discussed using Combo tees for all membership, with possible exception for members that want to go back to the Cinnabar tees (but not for members wanting to hit from Quicksilver tees. Discussed what type of tournaments we could allow team members to choose different tee boxes to hit off (eg. Scrambles). Also discussed the need to include guidelines for any women competing in the club.
 - **UPDATE:** Jeff sent out a draft of flighting guidelines to the Board for review. Plan is to finalize guidelines in time for annual meeting on 5/3.
- **TOPIC:** Post tournament review of 03/08 tournament
 - **DISCUSSION:** Main feedback was regarding comments to allow people that don't care if they compete in the NCGA Qualifier to hit from the Quicksilver teams. Paul had feedback from some members on not being able to use drop zones on Mtn #4 for OB.
- **TOPIC:** Update on Golf Genius Implementation
 - **UPDATE:** Erik continues to get up-to-speed in using Golf Genius. We are now only using Golf Genius for tournament management and Blue Golf is dead.

Secretary/Membership Director

- **TOPIC:** Approval of January 25 and February 11th minutes

<ul style="list-style-type: none"> ○ COMPLETE: Board approved minutes for both the January 25th and February 11th meetings. ● TOPIC: Update on February membership numbers <ul style="list-style-type: none"> ○ UPDATE: We now have 81 tournament playing members in the club, and 17 NCGA only members.
<p>Treasurer</p> <ul style="list-style-type: none"> ● ACTION: Nick to provide update on 2024 audit. <ul style="list-style-type: none"> ○ UPDATE: Mike has completed the audit of the 2024 club finances and will provide Nick with a message with his findings (nothing significant), along with the second auditors confirmation. As part of the annual meeting, Nick will provide the findings to the membership (a Bylaw requirement). The club gained roughly \$600-\$700 during 2024. ● ACTION: Nick sent draft 2025 budget to board members on 2/11. Board to review and provide feedback prior to approval at next board meeting. <ul style="list-style-type: none"> ○ COMPLETE: Board approved 2025 budget (7-0). Nick to present to membership as part of annual meeting. ● ACTION: Provide February financial update <ul style="list-style-type: none"> ○ UPDATE: Significant expenses were NCGA member payments (paid twice due to autopay, so getting a credit), and Golf Genius payment of \$1,300. Taking into account future obligations, we expect a ~\$5,000 balance at the end of the year. Discussed using some of this for socials or other items, with goal to exit year with a minimum of ~\$3,000.
<p>Handicap Chairman</p> <ul style="list-style-type: none"> ● ACTION: Justin to work with Erik and Paul to agree on audit methodology and perform the annual audit. <ul style="list-style-type: none"> ○ UPDATE: Discussed the need to still complete this. Justin has the action to complete by 8/31, either using the "Handicap Review" function in the admin section of USGA GHIN database, or some other method.
<p>Rules Chairman</p> <ul style="list-style-type: none"> ● ACTION: Paul to investigate and propose educational sessions for membership on USGA/NCGA/CHMGA rules. Options discussed included setting time aside at memberships socials, at shotgun start events, or separate communication letters. To be updated at next board meeting. <ul style="list-style-type: none"> ○ UPDATE: Published NCGA sessions in last newsletter. Discussed option to have a smaller Cinnabar Hills only session (2-3 hours rules overview) for 40+ members. Paul to share option with membership in annual meeting to gauge interest. Also discussed the longer 4-5 hours NCGA on-course session at Cinnabar. Paul to share option with membership in annual meeting to gauge interest. ● ACTION: Identify 3 people who will act as the Rules Committee and who will be rotated across membership groups tournament to tournament so they can educate members and help them.

<ul style="list-style-type: none"> ○ UPDATE: Identify 3 people who will act as the Rules Committee for next tournament (Paul, Rich Morton, Justin Smith). Also agreed to publish one new rule (rule of the day) in the Player Handbook for a tournament to help members learn the rules. Paul owns the last action with Erik. Discuss breaking up foursomes, but not twosomes to accommodate. ● TOPIC: Updates on any new USGA or NCGA rules and applicability to future CHMGA tournament <ul style="list-style-type: none"> ○ UPDATE: No new information provided. ● TOPIC: Update on CHMGA local rules and hard card distribution <ul style="list-style-type: none"> ○ UPDATE: Jeff distribute an updated CHMGA hard card he did with Paul that will be laminated and distributed to membership at the next tournament (5x7). Need to finalize before print. Paul feels E5 should not be on the card, so need to make final decision on that. Board to review and provide feedback by 3/18. Richard and Steve agreed to hand out at next tournament.
<p>Club Operations Chairman</p> <ul style="list-style-type: none"> ● ACTION: (Originally assigned to Mike). Erik has the action to investigate what it would cost and take to change the club's name in all official documents and incorporation to Cinnabar Hills Men's Golf Association and provide an update at next board meeting <ul style="list-style-type: none"> ○ UPDATE: Insufficient time in board meeting to discuss. Erik to send an update to the board via email on next steps and timeline.
<p>Member Operations Chairman</p> <ul style="list-style-type: none"> ● ACTION: Richard to work with Mike Tovish to propose roles and responsibilities for the Member Operations Chairman role for inclusion in planned update to CHMGA by-laws (see minutes in new business section). ● UPDATE: Insufficient time in board meeting to discuss. Richard to send an update to the Jeff with proposed R&R for inclusion in proposed by-laws

New Business
<ul style="list-style-type: none"> ● TOPIC: May 3rd Annual Meeting <ul style="list-style-type: none"> ○ UPDATE: Discussed topics to cover: (1) finances (2025 budget, 2024 audit), (2) ratification of updated Bylaws, (3) future directions of the club including growing the club, (4) initial thoughts of 2026 tournaments and socials, and (5) membership questions and feedback to the Board on desired improvements in the Association. ○ ACTION: Jeff to drive agenda with the Board and coordinate logistics for the meeting with Cinnabar. ● TOPIC: What should we do for the rest of 2025 with existing CHMGA Platforms Discussion <ul style="list-style-type: none"> ○ UPDATE: Board agreed to continue to use the existing CHMGA platforms for the remainder of 2025. Will need to start picking up the cost from Mike. Jeff to take action to work with Mike and Nick to transfer cost and ownership to the Association. <ul style="list-style-type: none"> ▪ Mailchimp (Campaign/Email platform)

- Bluehost (info@chmga.club platform)
- Memberplanet (NCGA membership platform)
- Golf Genius (tournament management platform)
- Wordpress/Elementor (Website platform)
- **TOPIC:** Thoughts on how to grow the club membership and other business models (BBSMA, BASA)
 - **UPDATE:** Steve has reached out to Almaden Country Club and Bayonet & Blackhorse about getting involved with their clubs, either directly or via BASA. Will continue conversations with goal of having something in place by 2026.
- **TOPIC:** Discuss Local business advertising on CHMGA website
 - **UPDATE:** Did not discuss in meeting. Move to April meeting.
- **TOPIC:** Discuss options for re-introducing weekday sweeps at Cinnabar, including 9-hole twilight league.
 - **DISCUSSION:** Will start Twilight 9 Hole Shotgun series in April. No admin will be provided by Cinnabar Hills so all organization will need to be by CHMGA.
 - **UPDATE:** First tournament will be April 29th at 3:30 pm. Format will be a 3-man scramble with each team have a low/mid/high handicapper in the team. Tournament will be gross scoring. \$20 entry fee per person for Skin purse. Message to go out in the next several days. Justin to work with Jeff on publishing format. Justin will tabulate results at end of round to determine winners. Erik/Jeff to discuss how to use Golf Genius for registration.
- **TOPIC:** Discuss options for reciprocal golf tournaments with other clubs.
 - **UPDATE:** Steve has reached out to Almaden Country Club and Bayonet & Blackhorse about getting involved with their clubs, either directly or via BASA. Will continue conversations with goal of having something in place by 2026.
- **TOPIC:** Discuss options to ensure all board members meet and get to know the membership of the club
 - **UPDATE:** Did not discuss in meeting. Move to April meeting.
- **TOPIC:** Discuss how to treat late withdraws given they are creating substantial rework for the Tournament Director.
 - **DISCUSSION:** Discussed how to reduce the number of drops/changes (10-12 changes in last tournament alone).
 - **UPDATE:** Board agreed to institute a drop fee of \$25 for any late drops within 72 hours of the tournament start. Erik will draft a policy statement to be included in Bylaws and Erik/Jeff to include in May newsletter. Erik will need to track so Nick can process the fees to members.
- **ACTION:** Closet to the pin discussion. There is confusion on what we are using and how to report it.
 - **COMPLETE:** General agreement not to have a hole be CTP for both tees, but instead have 2 Cinnabar (Hawk) CTP holes, and 2 Quicksilver holes that are different holes. Whoever the member tees from drives which hole the record CTP on. Erik to update future tournaments accordingly.
- **ACTION:** Discuss and agree on whether to offer mid-year new member discounts

- **COMPLETE:** Board agreed (6-1) to offer mid-year discounts through the remainder of 2025 (\$150). Nick to update Memberplanet.
- **ACTION:** Need to confirm Erik Feldman as Permanent TD
 - **COMPLETE:** Board voted (8-0) for Erik to be the TD for the remainder of the year. Discussed ways to reduce the workflow of the TD role. Erik will work to offload things where possible or simplifying (entering only GROSS scores and not NET scores in the system. Will also look at modified Bylaws to realign some responsibilities. No need to replace Club Operations Role for 2025.
- **TOPIC:** Discussed whether the Association should donate clock to the golf course for placement on the putting green area, and possibly the driving range
 - **DISCUSSION:** The Board thought it was a great idea, however the cost is ~\$3,000 per clock. Paul to investigate the option, including funding, to come back to the Board with approval. Paul will also discuss the idea with Adam Schiro (Cinnabar Hills GM).

Meeting Adjourned	
Time: 7:34 pm	Steve Shortt
Past Board Decisions (Archive)	
Feb 11th, 2025 Meeting <ul style="list-style-type: none"> ● DECISION: Jeff Fell will take responsibility for the CHMGA Website on an interim basis. The board voted 6-0, with one member in absentia (Justin), that Erik Feldman will assume the responsibility for CHMGA Tournaments on an interim basis with Mike's active assistance for the next two tournaments. Board will assign ownership for the remainder of the year at the next board meeting. Other responsibilities still to be assigned include: CHMGA marketing, Pro-shop interface beyond tournament management, CHMGA surveys. ● DECISION: Given the current tournament schedule has already been communicated to the membership, the board voted 5-0, with two members (Justin, Nick) in absentia, NOT to change the overall tournament schedule dates, the Cinnabar Cup qualifying criteria, end of season monetary payouts for 2025, and double points/payments for Major tournaments. The board will discuss potential alternatives to the Club Championship format at the next meeting, as long as they fit within the current 3 dates we have scheduled for the Club Championship. Erik will 	

<p>review remaining 2025 tournament schedule for review and approval at the next board meeting.</p> <ul style="list-style-type: none"> • DECISION: The board voted 5-0 with 2 members in absentia (Justin, Nick) to use the Chapman Scotch format for the 2/22 tournament. Mike and Erik will decide how to flight the tournament as a GROSS tournament. NOTE: Subsequent to the meeting, it was agreed to flight the tournament as a NET tournament with three flights (Cinnabar, Combo, and Quicksilver). <p>Jan 25th, 2025 Meeting</p> <ul style="list-style-type: none"> • DECISION: Board discussed moving NCGA qualifiers (like the Feb 8th 4-man qualifier moved to later in the year, closer to the actual NCGA event. Board agreed NOT to do so and leave the schedule as it currently is. • DECISION: The board unanimously approved (with one absent) the continued use of the TI handicapping for CHGMA tournaments through 2025. • DECISION: The board unanimously approved (with one absent) using the Cinnabar tees for the low handicap flight during Winter/Fall, and the Hawk tees during Spring/Summer • DECISION: The board unanimously approved (with one absent) to hold our monthly meetings on the second Tuesday of every month at 6 pm. Location to be determined, although most board members felt Campbell was a good central location. Steve/Jeff will coordinate to determine location ahead of next board meeting. • DECISION: Jeff to act as a focal point for communication of items to the membership (not the creation and actual distribution, but as a focal point to avoid duplication of activities and streamline communication. May be reassigned to another board member (Erik) pending further discussion. 	
Closed Action Items (Archive)	
<p>Feb 11th, 2025 Meeting</p> <ul style="list-style-type: none"> • ACTION: Mike to send out tee box options for the Feb 8th 4 ball zone qualifier, with his 	

recommendation, for review and approval by the board. Jeff will coordinate a vote on the selection prior to Feb 1st

- **CLOSED:** Board voted 7-1 on 2/1 to play the 4 ball zone qualifier as a 2 man best ball tournament, with the top two teams advancing as the CHMGA 4 ball team to the NCGA next round. Two ball teams will be able to selected between Cinnabar and Combo tees, with both members having to play from the same tee.
- **ACTION:** Provide updates on communications with Adam L and Adam S about men's club tournaments.
 - **CLOSED:** Insufficient time to cover in board meeting however Jeff to forward Mike's feedback from his recent conversations with Adam L.
- **ACTION:** Share with board conversations between Steve, Jeff, Nick and Mike about not revisiting prior board's December decision to scrap BlueGolf experiment and stay with Golf Genius
 - **CLOSED:** Insufficient time to cover in board meeting, however Steve, Jeff, Nick, and Mike discussed after last meeting. Given the previous board had made the decision to move back to Golf Genius in December, none of us felt we should re-open that decision at this time, and we should move forward with to implement their decision. Jeff will include information as part of upcoming CHMGA Newsletter.
- **ACTION:** Jeff to identify process with Mike and Nick for providing updates on current membership numbers, and report during future board meetings
 - **CLOSED:** Jeff has access to MemberPlanet and can pull updated membership information monthly.
- **ACTION:** Jeff to work with Michael to post meeting minutes on shared repository for board members to access
 - **CLOSED:** Future minutes to be posted on existing CHMGA web site under a secure page accessible only to board members (Jeff

to set-up by next board meeting). Summary of key board decisions to be included in upcoming CHMGA newsletter.

- **ACTION:** Jeff to provide CHMGA membership roster NCGA by Jan 31st.
 - **CLOSED:** Roster updated in MemberPlanet as of 1/31. NCGA uses MemberPlanet for obtaining updated roster.
- **ACTION:** Nick to develop monthly financial summary (with starting balance, in/out flows, and ending balance) to be used for monthly financial update and inclusion in meeting minutes. To be complete by Feb board meeting.
 - **CLOSED:** Nick provided January financials for inclusion in Jan/Feb newsletter
- **ACTION:** Justin to send out summary of how well the TI index has worked in achieving the goals it was instituted for (eg. Reducing sandbagging).
 - **CLOSED:** Summary included in Jan/Feb newsletter.
- **ACTION:** Justin to provide a proposal for a CHMGA 12 man NCGA Team Match group, outlining 1) how it would work, 2) how members for the team would be selected, 3) any upfront and annual costs for the team (paid either by members of the team or by CHMGA), 4) the value CHMGA would gain in investing in such a team.
 - **CLOSED:** Justin notified the board on 2/9 via email that he didn't have the bandwidth to take on this activity in 2025 but would continue to investigate it as a club option for 2026. Closing the action item unless someone else on the board is interested in taking this item on for 2025.
- **ACTION:** Paul to propose how to handle the certain NCGA rules in the men's club, such as 1) How to handle relief in areas being resodded, 2) Use of music by members during tournament rounds, 3) excessive use of cell phones during tournament rounds (adopt USGA/NCGA rule or add new rule to CHMGA local rules) for board review and approval by February meeting.

<ul style="list-style-type: none"> ○ CLOSED: Board reviewed and approved as part of Feb 25th phone call (see minutes distributed then). • ACTION: Board also discussed the need to clarify for members the OB rules on Lake #4 and Mountain #4. Paul to investigate with Mike including as part of tournament rules leaflets. <ul style="list-style-type: none"> ○ CLOSED: Board reviewed and approved as part of Feb 25th phone call (see minutes distributed then). • ACTION: Paul to work with Jeff to communicate to the membership that the NCGA will be hosting two on-course events regarding the application of common USGA/NCGA rules. One on April 17th at Stanford and one on April 23rd at Poppy Hills. <ul style="list-style-type: none"> ○ CLOSED: Included as part of Jan/Feb newsletter <p>Jan 25th, 2025 Meeting</p> <ul style="list-style-type: none"> • ACTION: Steve to make sure BMO banking signature card needs to be updated with newly approved officers as signatories. <ul style="list-style-type: none"> ○ CLOSED 	
--	--