

Mount Pleasant Golf Club

141 Staples Street
Lowell, Massachusetts 01851
www.mpgc.net

Established 1910

(978)452-8228

Jason Howarth
President

Chris Green
Vice-President

Bob McLeod
Secretary

Brian Campbell
Treasurer

Board of Directors Meeting DRAFT (2)

August 23, 2016

President Jason Howarth called the meeting to order at 7:33 p.m. with all board members present.

SECRETARY

None

TREASURER'S REPORT

None

COMMITTEE REPORTS

None

OLD BUSINESS

None

NEW BUSINESS

Special Meeting to discuss Jack Hassett's retirement and the search for a new Superintendent.

Jason outlined his view of the goals and steps to be defined and accomplished:

Develop questions for Jack (date? role in search/hire process? transition? etc.) and exit strategy;

Job Posting form and process (job description, experience required, salary range, duties/responsibilities, required/preferred education/certifications, timeframe, etc.);

Sendoff Party/Reception for Jack, probably 2017.

First of all we need a date from Jack to work with/toward.

Don Hearn, Executive Director of the Golf Course Superintendents Association of New England has offered to assist in the job posting and search process.

After a brief review of the Employment Listing Form (attached) from the GCSANE – agreed to 1) ask Jack to fill out initially based on his experience and knowledge of the job, 2) send partially complete form to Don Hearn to provide recommendations and boilerplate information, 3) board will complete/finalize the form and post through the association.

Work with Don Hearn to define process to submit and receive resumes/applications, the board and Jack to review applications, do initial screening of candidates, develop interview questions and process, and conduct interviews with finalists.

Possibly do a comparison of similar courses regarding salary and staff size/duties (?) Per Don Hearn, we are typical of many 9 hole, New England private courses.

Budget process to start in September - will need to try to incorporate transition and any staff changes.

Separately to begin to define and plan a sendoff for Jack in 2017.

Agreed, that Gerry Foley would work on an applicant/interviewee information packet re Mount Pleasant (e.g., acreage, # rounds, # members, staff and budget guidelines, etc.).

Agreed, that Mark Duffy would be contact for Don Hearn re Form and communication.

Agreed, that John Griffin would be contact for Jack Hassett re Form and communication.

Next steps: review Jack's response to Form; get Don to provide additional information; board to complete and submit Form; meet with Don regarding posting and application process; post and review resumes/applications.

Detailed timeline to be developed.

Motion by Phil Regan, seconded by Mark Duffy, to adjourn. Vote unanimous - motion passed.

The meeting was adjourned at 8:341 p.m.

NEXT MEETING (Tentatively)
Tuesday, August 30th at 7:00 p.m.

Respectfully Submitted,

Bob McLeod, Secretary