

Minutes
Golf Course & Conference Committee
Olympia Hills Golf Course & Event Center
12900 Mount Olympus
Universal City, TX 78148
15 Jul 2019

1. CALL TO ORDER At 5:00pm by Chairman
2. QUORUM CHECK By Secretary

Present:

Robert Barnhardt
Candace Moore, Chair
George L. Bourne
Lawrence Cardinal
Charles Consla
James Watson

Not Present:

Lester Kiel- approved absence

Guests:

Sal Garcia, - Golf and Event Center Manager
Katie Rein – Food and Beverage Manager
Regina Carmona – Universal City Events Coordinator

3. NEW BUSINESS
 - Approve Minutes of meeting of 17 Jun 2019
 - Motion to approve – Les Bourne
 - Motion to 2nd – Larry Cardinal
 - Approved by voice vote
 - Recap Casino Night
 - Regina Carmona reported that the preliminary accounting of net proceeds for Casino Night were \$13,889.27.
 - Advanced ticket sales were 98 online and 40 at the Golf Course for a total of 138.

- The Committee discussed and will prepare an after-action report to incorporate lessons learned and ideas for next year's host to consider for improving the planning and execution process.
 - The Committee gave approval for Regina Carmona to share this year's event sponsors and prize donors with next year's event host.
 - The Committee expressed a desire to ask the Mayor to sign thank you letters to the event sponsors and for the committee to send thank you letters to the many prize donors for the event.
 - Larry Cardinal volunteered to draft the sponsor thank you letters and asked the committee members to send him the name and address for each sponsor.
 - The Committee discussed and agreed on how the proceeds from the event will be shared between the Greater Randolph Area Resources Program (GRASP) and the Golf and Conference Center.
 - Candy Moore reported that she had already received an email from the City Finance Department asking for direction on the distribution of funds.
 - Candy Moore also read an email she had just received from City Manager Kim Turner thanking the Committee for the great success of the Casino Night event.
- Golf Course Update - Golf Course Operations Manager
- June rounds of golf were down slightly from June 2018.
 - Both the golf course and food and beverage continue to experience problems with the point of sales system, and Sal Garcia indicated that he is investigating with the vendor the possibility that we may be losing rounds of golf in the system reports under certain credit card transaction situation.
 - The Committee is fully aware that rounds of golf for 2019 are running 70 – 80 percent of rounds recorded for the same time period in 2018.
 - The Committee is working with the golf staff to get a better understanding of the root cause in the decline in rounds of golf this year and identify approaches to turn this trend around.
 - Sal reported that the 3rd Youth Golf Camp was completed last week and was well received by the participants.
 - A portion of proceeds from the Casino Night event will go to support Youth Golf Camp tuition for needy youth in the community and equipment to support the program.
 - Sal announced that he has begun selling advertising for the new Olympia Hills score cards.

- Food & Beverage Update - F&B Manager
 - Food and Beverage had a big night for Casino Night and the Committee thanked Katie Rein and her staff for the great job and the quality and quantity of the food for the event.
 - All of the committee members received numerous compliments from event participants throughout the evening.
 - The Food and Beverage had a wedding the next day and did an amazing job turning the conference center from Casino Night to a wedding event in such a short period of time.
 - Katie reported that the recent wedding open house was a big success with 25 future brides attending along with a host of vendors and 2 weddings were booked on the spot.
 - July is a busy month for weddings, corporate events and numerous other events booked for the conference center throughout the month.

- Member Items - Group Discussion/Concerns/Ideas (None)

4. OLD BUSINESS

- Discussion of Current Projects (None)

5. ADJOURNMENT

Next meeting will be 19 Aug 2019 at 5:00 PM
Meeting adjourned at 6:30 PM, 15 July 2019

Bob Barnhardt

Secretary

Olympia Hills Golf and Conference Center Committee