



2023 DUTIES OF NHGCSA COMMITTEES

Member and Public Relations: **Board**

The responsibility of this committee is to make each member's participation in the Association satisfying and enjoyable, and to publicize Association events, business, and news through appropriate news outlets. It must conduct its business within the budgetary guidelines imposed by the Board of Directors. The committee shall consist of one Board member, one Regular member, and one Affiliate member.

The duties of the committee shall be, but are not limited to, the following:

- a) to greet and introduce all new members and/or guests at the regular meetings;
- b) to send cards, flowers, or other suitable remembrances to members and their families during times of celebration or mourning; the cost of flowers shall not exceed a sum designated by the Board of Directors;
- c) to visit a member who is ill and, if deemed advisable, it should report in confidence to the Board should the member be in need of assistance.
- d) to welcome all new superintendents to the State, and to send appropriate farewell greetings to those who leave the Association;
- e) to keep abreast of superintendent relocations and job openings so they may be made public to our members;
- f) to maintain a list of appropriate news clients, names and addresses for all Association press releases;
- g) to arrange Pall Bearers in the death of a member, if so desired by his family;
- h) to notify the Secretary on the death of a member, his wife, children, or father or mother, so that he may express the sympathy of the Association by letter;
- i) to maintain a registration table at each meeting of the Association to collect money for golf, lunch and raffle; to keep and save a list of attendees at each meeting which will be given to Secretary;
- j) to keep track of job changes by superintendents and send a card;
- k) to budget \$200, or as set by Board of Directors;
- l) to conduct a raffle at each regular meeting to raise money for President's trip to National, or work with Past-President on this; raffle tickets can be sold at registration table.

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2023 DUTIES OF NHGCSA COMMITTEES

MEMBER & PUBLIC RELATIONS CONTINUED

Membership Committee: **Board**

(Beginning in 2010, this committee will be made up of the Chairman [Chapter Secretary], the individual assigned to Member and Public Relations, and two other NHGCSA members who may or may not be a director/officer.)

- a) Determine, solicit, and recruit new prospective members. Arrange event(s) in conjunction with GCSAA for this purpose as needed.
- b) Personally contact any member who leaves NHGCSA for exit discussions.
- c) Annually review and update the NHGCSA Membership Directory contact information.
- d) Update membership list for the annual meeting and election.
- e) Attend, greet, and correspond with membership at all NHGCSA events.
- f) Collect all Board members' contact information and distribute to each Board member.
- g) Assist VP in selecting chapter meeting locations to assure all NH regions are being included.



2023 DUTIES OF NHGCSA COMMITTEES

Education: **Patrick Lanman (Chairman),**

This committee shall be responsible for arranging all education for the Association when deemed necessary by the Board of Directors. Working with the approval of the Board of Directors, this Committee shall strive to schedule an educational program of the highest order—one that supplies needed information of the greatest interest and value to the members. The committee shall provide for this education within the budgetary guidelines established by the Board of Directors. The committee shall consist of one Board member, one Regular member, and one Affiliate member.

The duties of this committee shall be, but are not limited to, the following:

- a) to be responsible for the purchase and care of audio-visual equipment;
- b) to obtain pesticide recertification credits when applicable (3 per year at least);
- c) to be responsible for the needs of any guest speakers, for their introduction at meetings, and to create and maintain an orderly learning environment during their presentations;
- d) to have projector, spare bulb and screen at each meeting with a speaker;
- e) to ensure speaker has all equipment, and shades are adjusted for best presentation;
- f) to budget \$2,000, or as set by Board;
- g) to send thank-you notes to all speakers;
- h) to see that the education is in place at least six months ahead of meeting date; all meetings except June and September shall have some form of education;
- i) to be responsible for all forms of education, including speakers, discussion topics, etc.



2023 DUTIES OF NHGCSA COMMITTEES

Turf Conference: **Board**

This committee will serve on the Board of Directors of the New England Regional Turf Conference and Show. It will communicate with the NHGCSA Board of Directors. The committee will consist of one Board member and one Regular member to serve as delegates to the New England Board of Directors. An alternate delegate may also be appointed. Terms on NERTCS Board are for two years.



2023 DUTIES OF NHGCSA COMMITTEES

Newsletter: **Connor Cinque (Chair),**

This committee shall be responsible for the publication of the Association newsletter and all business matters that pertain to it, such as printing, distribution, advertising, and billings. It shall at all times maintain and supply to the Board when requested an income and expense report. The committee shall conduct its business within the budgetary guidelines established by the Board of Directors. The committee shall consist of one Board member who will be the editor, one Regular member in charge of advertising, one Affiliate member, and a photographer.

- a) to issue a quarterly newsletter for the purpose of informing the members of the Association news, activities and upcoming events;
- b) to issue a quarterly newsletter to provide a forum for editorial comment and educational material that pertain to the golf and turf industry;
- c) to sell sufficient ads to offset the cost of each issue so that annual income balances expenses for this committee;
- d) to publish results of elections, golf outings, meeting dates, and other information requested by membership.
- e) to publish a list of candidates before Annual Meeting;
- f) to publish tee sign sponsors for tournaments.



2023 DUTIES OF NHGCSA COMMITTEES

Golf: EJ Chea (Chairman), Andy McHugh

This committee shall be responsible for the organization of golf tournaments at all regular meetings and shall assist in the operation of other special golf tournaments that the Association may conduct or be part of. It shall annually conduct an Association Championship Tournament and award each membership class winner a trophy to commemorate their accomplishment. It shall strive to maintain an accurate USGA handicap for each member. It must conduct its business within the budgetary guidelines established by the Board of Directors.

- a) Budget: \$200 for awards or as assigned by Board of Directors;
- b) It shall adjust handicap of any member who the committee deems to have an inaccurate handicap.
- c) The committee shall consist of two members: one Board member and one Regular member.
- d) The committee shall ensure that at least one member is present at each golf event;
- e) The committee shall have final say in interpreting the rules of golf at any Association golf event.
- f) Ensure that the golf format is announced in the meeting notice issued before each meeting.
- g) Run the Gold Ball Scramble.
- h) Assist Scholarship Committee with Scholarship Tournament.
- i) Draw up a schedule of all golf tournaments at the beginning of the golf season to be published by April 1 in newsletter.
- j) Run N.E. Superintendents Championship or other designated tournaments.



2023 DUTIES OF NHGCSA COMMITTEES

Scholarship: Board

This committee shall be responsible for raising money for scholarship awards, making recommendations to the Board of Directors to award the money to deserving turf students, and for keeping a financial record of all money raised and awards given. It shall conduct a golf tournament each year for the purpose of raising money, and must publicize the fact that scholarship money is available from the NHGCSA. The committee shall consist of one Board member, one Regular member, and one Affiliate member.

- a) The committee shall seek out candidates for scholarships.
- b) The committee shall run scholarship tournament and solicit tee signs from clubs to raise income for scholarship.
- c) The committee shall send thank-you notes for tee-signs.
- d) The committee shall award scholarships and plaques at Annual Meeting.
- e) Scholarship applications shall be collected by September 1.



2023 DUTIES OF NHGCSA COMMITTEES

Research: **Board**

This committee shall be responsible for raising money for research grants, making recommendations to the Board of Directors to award money to worthwhile turf research projects, and for keeping a financial record of all money raised and all grants awarded. This committee shall also maintain communications with the UNH Turf Extension Agent. The committee shall consist of one Board member, one Regular member, and one Affiliate member.

- a) The committee shall assist New England Regional Turf Conference representatives in selecting research prospects for the New England Regional Turf Conference funds.



2023 DUTIES OF NHGCSA COMMITTEES

Outstanding Service Award: **Board**

This committee will be responsible for honoring those individuals who have given their time and energy to the benefit of the NHGCSA in outstanding fashion. This award will be an annual award. The committee will be appointed by the Board of Directors each year. The committee shall consist of two previous recipients of the award, two members of the Board of Directors, and two Class A members in good standing with the NHGCSA. The President of the NHGCSA shall appoint the Chairman of this committee to select and keep a list of possible recipients for this award. It will be the duty of the chairman to present the recipient of the award as selected by the committee at the NHGCSA Annual Education Day.

- a) Budget \$50 for award, or as assigned by Board of Directors.
- b) The committee will maintain a record of past recipients of this award.

Past Recipients:

1981	Jack Cronin	1995	Jim Hillier, Bill Zuraw
1982	Lou Duval	1996	Tom Rowell
1983	Len Chase, Bill Barnet, Bob Flanagan	1997	
1984	Mark Taylor	1998	Dr. Joe Troll
1985	Barrie Robertson	1999	Jeff Brown, Phil Friel
1986	Fred Cheney	2000	
1987	Caryl Taylor	2001	
1988	Ron Palmer, George Hauschel	2002	John Clark
1989	Steve Hale	2003	
1990	Ken Turner	2004	Glenn White
1991	Tom Kimball	2005	
1992	Dave Huff	2006	
1993	Jack Peterson	2007	Al Hineman
1994	Dick Weeks	2008	Chris Nagy, Adm. Sec.
		2009	
		2010	Tom DiFonzo, CGCS



2023 DUTIES OF NHGCSA COMMITTEES

Chapter Relations: **President: Matthew Fiorentino,**

This committee shall conduct all business between the NHGCSA and the Golf Course Superintendents Association of America. This committee shall conduct a monthly raffle to offset its committee's expenses. The committee shall function within the budgetary guidelines established by the Board of Directors. The committee shall consist of one Board member and one Regular member.

- a) The committee will help the Member and Public Relations Committee run a raffle at each meeting and golf tournament to fund sending the president or other voting delegate to GCSAA National Conference.
- b) Budget for voting delegate: \$1,200.
- c) A delegate will also be sent to the Annual GCSAA Chapter meeting in Kansas. (Budget to be set by Board.)
- d) Total budget for this committee after deduction of income from the raffle should be \$1,000, or a figure to be set by Board of Directors.
- e) Delegate shall be responsible for meeting all GCSAA affiliation requirements such as obtaining chapter insurance.



2023 DUTIES OF NHGCSA COMMITTEES

Government Relations: **Matthew Fiorentino (Chair), Dave Ousterhout**

This committee shall be responsible for monitoring all government agencies and reporting to the membership their actions that may affect the golf and turf industry. It shall also represent the Association at any state or local legislative hearings that involve discussion that affects the golf and turf industry. The committee shall keep abreast of issues relating to, but are not limited to, Labor, Safety, Pesticide Use, Compliance, EPA, and Water Use. The committee shall function within budgetary guidelines established by the Board of Directors. The committee shall consist of one Board member, one Regular member and one Affiliate member.

- a) Budget: \$100, or as assigned by Board of Directors.
- b) This committee shall monitor pesticide regulation through the Rebuttable Presumption Against Registration (RPAR), National Pesticide Impact Assessment Program (NPIAP), and JR 1 Programs.
- c) This committee shall help development of and encourage communication with groups such as New England Agricultural Chemical Association, Plant Growers Assoc., Landscape Contractors Assoc., and Agricultural Extensions that are concerned with pesticide issues, in order to achieve common goals.
- d) This committee will recommend to the New Hampshire Golf Course Superintendents Association Directors for their approval a course of action on any pesticide issue which affects the membership.
- e) The committee will oversee the sale of pesticide posting signs by The Office.
- f) This committee will assist the Education Committee in obtaining pesticide rectification credits for speakers at meetings by communicating with NH Division of Pesticide Control at least 45 days before scheduled date of credited talk.



2023 DUTIES OF NHGCSA COMMITTEES

Partner Recognition Committee: **Ben Clark (Chair)**,

(Beginning in 2010, this committee will be made up of the Chairman [Vice President] and the two individuals assigned to the Scholarship Committee and Newsletter.)

- a) Annually solicit Affiliate members to participate in the NHGCSA Partner Recognition Program (PRP). PRP will allow AC members to provide support to NHGCSA at a custom level, determined by them on an individual basis. This sponsorship drive will be done by means of direct mailings and phone contacts.
- b) Assure proper recognition of each AC member in conjunction with their selected level of sponsorship, including banners, signage, verbal acknowledgement at events, website logo support, newsletter ad space, and any other platform chosen by the sponsor.



2023 DUTIES OF NHGCSA COMMITTEES

Nominating Committee: **Past President, Outgoing President and Board members as needed,**

The Board of Directors shall, no less than sixty (60) days preceding the Annual Meeting, appoint a Nomination Committee of five voting members of the Association, not more than two of whom shall be members of the Board of Directors. This committee shall nominate candidates for each of these offices and five Directors as provided in Article V, Sections 2 and 3. The list so named shall be announced preceding the Annual Meeting and shall be published in the Association's publication prior to the Annual Meeting. This committee shall appoint its own chairman.

Nominations may be made from the floor by any voting member in good standing at the Annual Meeting.

The election of the members constituting the Officers and Board of Directors shall be held at the Annual Meeting of the Association, and shall be conducted and the ballots counted by two tellers appointed by the Board of Directors who are not on the ballot.

Form committee by September 1. Outgoing president or outgoing Board members to serve. Others shall be elected for one-year terms. Directors shall be elected for two-year terms.

This committee shall oversee all phases of nomination and election of officers and Board members, including printing of ballots and obtaining an updated list of Class A and B members to be used as a voter list.