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**New Denver Club Has Manual
for Guidance of Employees**

The new Pinehurst CC in Denver (see *Golfdom*, April, p. 32), which was put into operation last summer, but wasn't officially opened until mid-March of this year, has published an Employee's Manual for the guidance of the 100 or more persons who work at the club.

In the manual's foreword there are general remarks as to the policies, customs and operational methods of the new club, and the remainder of the book is devoted to an explanation of the benefits that come with working for the club along with a discussion of deportment in serving members.

Deductions, such as for federal and state income taxes and social security, are explained in some detail. So are group life and disability insurance that automatically covers the employee and hospitalization and medical insurance that is optional. Sick leave, vacation pay, workmen's compensation, Pinehurst's free meal policy and its policy on tipping also are described. In the case of meals, for example, employees receive at least one free meal a day and where split shifts are involved, two. Employees aren't permitted to receive tips but the 2,000 or more members

will be asked to contribute to a bonus fund that will be distributed at Christmas.

Under the members' relation section, the Manual lists some rules and suggestions for addressing members, and for conduct toward them. Several paragraphs are devoted to the proper method of answering a telephone. What is expected of the employee in way of appearance and punctuality and rules covering drinking and smoking on the job also are explained.

Other subjects covered in the Pinehurst guide are: Conduct in Emergencies such as fire or illness or accident; Lost and Found; Counseling for Personnel; and the Suggestion System in which awards may be earned for ideas that improve operations.

36th USGA Public Links

The 36th Amateur Public Link Championship, sponsored by the USGA, will be held July 10-15 at Rackham GC, Royal Oak, Mich. Bona fide public course players are eligible to enter any of the 45 qualifying sectional tournaments that will be played June 18-25 over 36 holes. Entries must be received by the USGA, 40 E. 38th st., New York 16, by 5 p. m., June 1. The fee is \$5. Verne Callison, Sacramento, and Ty Caplin, East Lansing, Mich., 1960 champion and runner-up, are exempt from qualifying.