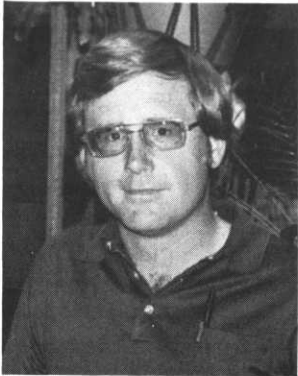


MEMBERSHIP REPORT

BY STEVE YOUNG



NEW NAME TAGS AVAILABLE. The Association has changed to a smaller tag. The new name tags are three inches long and one inch wide with white letters on a green background. There will be only two lines on the name tag with the member's name on the top line and his club's name on the bottom line. For those members who would like a new name tag, please contact Steve Young at 612/473-4114 or write to Steve at Baker Park Golf Course, P.O. Box 296, Maple Plain, Minnesota. The cost of the name tag is \$2.00.

The following member classification changes were approved by the Board on March 11, 1980:

Steve Lawson, Root River Country Club, Class BII to B
Don Svor, Oak Ridge Country Club, Class BII to D
John Sheedy, Oak Ridge Country Club, Class C to D
Lowell Kuberka, Rolling Green Fairways, Inc., Class F to A

The following people were elected to membership at the March meeting:

Robert McKinney, Mendakota Country Club, Mendota Heights, Minnesota, Class D
Jerome Nelson, Somerset Country Club, St. Paul, Minnesota, Class BII
Michael Hoffman, Dwan Golf Club, Bloomington, Minnesota, Class BII
Mike Odegaard, Moorhead Village Green Public Golf Course, Moorhead, Minn., Class B
Steve Alm, Perham Lakeside Golf Course, Perham, Minn., Class BII

The Association welcomes you and we hope this affiliation will be increasingly valuable to you and the association.

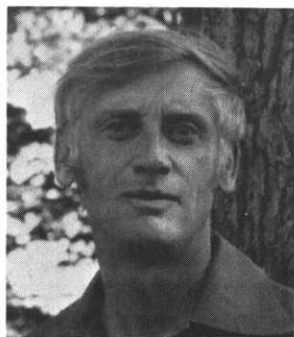
Meeting Format Changed

Jerry McCann, Chairman of M.G.C.S.A.'s Arrangements Committee, has announced a decision by the Board of Directors to change the format for the monthly meetings starting in April. For the next several months the format will consist of the business meeting first, followed by lunch and then golf. Let's give this new schedule our wholehearted support for several months and then let your Board of Directors know of your likes and dislikes of this new plan.

The April meeting will be held on Monday, April 14 at the Greenhaven Golf Club in Anoka. The agenda will include the business meeting at 11:30 a.m. followed by lunch at noon and golf from 12:30 p.m. to 2:00 p.m. Golf reservations will be taken at the business meeting only and lunch will include potatoes and gravy, salad, chopped steak or stuffed pork chop at a cost of \$4.15. You will be receiving a formal meeting notice shortly.

Jerry also announced the tentative monthly meeting schedule for the remainder of 1980. It is as follows:

April 14 - Greenhaven Golf Club, Anoka
May 5 - North Oaks Golf Club
June 9 - Town and Country Club
July 14 - Braemar Golf Club (Family Picnic)
Aug. 11 - Lake City Country Club
Sept. - Annual Golf Tournament
Oct. 13 - Hastings Country Club
Nov. 10 - Hanson House, Long Lake
Dec. - M.G.C.S.A. Annual Conference



Larry Mueller

SECRETARY'S UPDATE

EXECUTIVE COMMITTEE MEETING, MARCH 11, 1980

1) Thank you letter from Carl Schwartzkopf for the Honorary Membership. Follow up letter from Don Abel of the Club Managers' Association in regard to having a joint monthly meeting.

2) The Treasurer reported a balance of \$4,468.77 in the checkbook and \$2,706.24 in the Research Fund.

3) Class changes were approved for the following members: Don Svor of Oak Ridge from BII to D; John Sheedy of Oak Ridge from C to D; Steve Lawson of Root River from BII to B; Lowell Kuberka of Rolling Green Fairways from F to A; Dean Sime from A to AA Life Member; and Gil Foster to AA Life Member.

4) New applicants approved for membership are: Jerome Nelson of Somerset Country Club, Class BII; John Harris of Lafayette, Class BII; Tim Van Meeteren of Worthington C.C., Class A; Michael Hoffman of Dwan Golf Club, Class BII; and Robert D. McKinney, Class D.

5) The Annual Conference will be held for two and one-half days at the Sheraton Northwest again this year. The two and one-half days are needed to work in all the good speakers Donavan Lindblad has lined up for the educational talks. The committee will check into having a CPR course offered on Wednesday morning.

6) The April meeting will be held with the new format of an 11:00 a.m. business meeting, 12:00 p.m. lunch and then golf.

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REMEMBER !!!

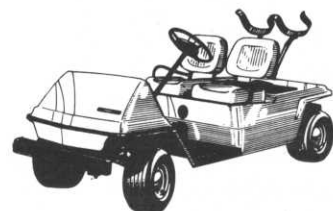
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Scheduling For Success

Most of us accomplish more and work more efficiently when we are under some kind of pressure. We need to be pushed to produce our best work. As a supervisor, one of your major jobs is to keep every one of your employees busy and productive. You have to offset the natural tendency of people to slack off when they are not faced with the pressure of a deadline.

This is a situation where Parkinson's Law, which states that "Work expands to fill the time available", comes into play. If you tell one of your employees that a piece of equipment needs to be fixed or a specific maintenance task should be done, he will plan his time so that the task gets done when it fits into his schedule, which is not the same as your schedule or that of your club.

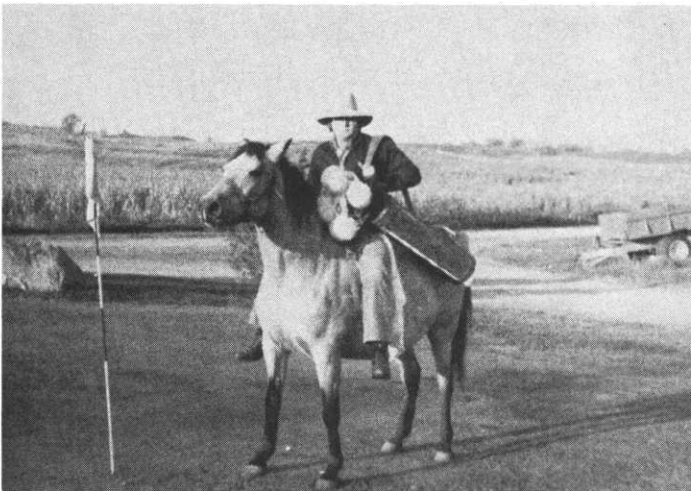
However, if you tell him that the task must be completed by tomorrow morning and the two of you agree that it can be finished by then, he will probably break his neck to get it done on time.

Effective scheduling of employee tasks can make the difference between a department that runs like clockwork and one that always seems to be in a crisis. Schedules and deadlines give urgency to activities that without pressure might pile up until a time when everything must be done at once.

If you are after consistently good results from your employees, you have to be willing to devote the necessary amount of time to setting priorities and planning schedules. The more crowded, hectic and busy your own schedule, the more important it is that you take the time to plan your employees' work effectively.

First of all, you must set your priorities. You are the manager. You know what tasks must be accomplished and how important each one is. You know the reasons for each task and the way they all fit together. This is your responsibility, and the people over you care more about the completion of the tasks than the way in which you accomplish them.

Energy Crunch?



With the price of gas going up and the price of oats going down, who knows what we might see on our golf courses next?! But please, keep your golf cars off the green!

To ensure that the work gets done on time, set a deadline. It is often helpful to work out a mutually acceptable deadline with the employee who will be doing the work, but you must make sure that there is a deadline and that those responsible know what it is. Put it in writing, if necessary, and enforce it.

Many supervisors and managers find it helpful to draw up a timetable. It doesn't have to be fancy, but it should include all the important tasks which must be completed within a given time period, the deadline for their completion and the name of the person responsible for each task. If this timetable is distributed to the appropriate people or posted in a prominent place, then each of your employees can schedule his own time in order to work at peak efficiency.

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