

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
January 22, 2021

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 8:00 a.m. in Mtg Rm A at the Rec Center. Those present: Vince Laverghetta, Lisa Ritchey, Steve Ryan, Esther Patterson, Steve Bryan, Therese Buono, Steve Snover, Bill Ortvals, Jim Oddo. Craig Misch, General Manager, Terry Stephenson, Course Superintendent, Lisa Applewhite F/B Manager, Crown & Shield, were also in attendance.

President – Vince Laverghetta

Vince Laverghetta called the meeting to order. The Minutes of the January 8, 2021 meeting were approved.

Superintendent's Report – Terry Stephenson

- Z-Turn and Bush hog down.
- Finished pine straw on beds.
- Sprayed all tees with Nematode Control.
- Sprayed Hydretain (new item on the market) in spot areas on fairways and tees. It is designed to help hold moisture.
- Edging bunkers this month.
- Since Z-Turn down, raised height of 4500 to mow some areas, but don't want to overwork the machine.
- Finished painting and putting up new red hazard stakes around the course.
- Sprayed fairways with liquid fertilizer, and sprayed greens this morning.

President – Vince Laverghetta

Several months ago, we started looking into an equipment package to lease new equipment. We need to break the cycle of waiting until something dies before we do anything about it. Having new equipment rather than used equipment will improve the quality of the golf course, reduce maintenance cost, and improve our image. The package we have chosen covers all of our equipment needs (2 Greens mowers, 1 Fairway mower, 1 Rough mower, 1 Sand Pro, 2 big utility vehicles, and 2 small utility vehicles) and includes a 3 yr warranty. The 4-year lease payments on the new equipment would be \$4822/month with the no buyout clause or \$5826/month with \$1 buyout. In 4 years, there will be better equipment, better technology, and we don't want equipment 4 yrs old and then have to go through the maintenance and repair cost. And at the end of lease, there is always the option to buy out at market value. There is a 6-10 week lag time for equipment.

Steve Bryan made the motion, seconded by Jim Oddo, that we execute a 48-month lease with no buyout clause with Wescoturf to supply new, top of line golf course maintenance equipment (2 Greens mowers, 1 Fairway mower, 1 Rough mower, 1 Sand Pro, 2 big utility vehicles, and 2 small utility vehicles) with a 3-year warranty in an amount not to exceed \$4,822 per month. Motion approved.

Currently we have 5 outstanding equipment leases; 4 that have high interest rates (over 6%) and 1 that is under 6%. The payoff of the 4 leases with high interest rates would be approximately \$44,000. We would be spending \$2600 more a month for leases but need to consider the time the old equipment is down or out of commission and cost to repair.

Vince Laverghetta made the motion, seconded by Lisa Richey, to pay off four leases with interest rates higher than 6% at a cost not to exceed \$44,000. Motion approved.

Manager's Report – Craig Misch

Craig advised the board that he needs to spend \$750 for the picker cart to replace the worn-out wheels.

December Recap:

Golf Department

- Green fees up \$2328 to budget and up \$3467 vs last year.
- Golf expenses over budget by \$1537 and over \$2336 vs last year. Reason for overage was tangible property tax.
- Member dues were up \$1375 to budget and up \$2204 vs last year.
- Total golf department income \$113,500 to budget \$106,387 vs last year \$103,999.
- Another great revenue month for golf!

Food and Beverage Department

- Sales down \$2724 to budget and down \$4154 to last year's sales.
- Expenses under budget by \$4001, under last year \$3936. COVID is obviously the reason we have less sales, but the measures we took to change the hours and the dedication of Lisa and her staff have kept us in the game once again.
- Great job on controlling expenses!
- Total Food and Beverage income \$43,782 to budget \$46506 vs last year \$47,934

Maintenance department

- Expenses over budget \$4621 and over last year \$8029, this was an expected overage due to us spending budgeted money slightly different than what the budget says. Year to date Terry is still under budget \$1610, so as usual he is doing a great job keeping his expenses in line.
- Terry has also given us a very well-maintained golf course. Great job as usual!!

As a business our net ordinary income was \$27,259 slightly less than budget of \$29,380. Year to date net ordinary income \$53,032 up \$18,229 vs budget and \$12,169 over last year.

First 3 months of our fiscal year in the books, and we are ahead of pace!!

Regarding the request from the Royal Highlands Safety and Security Committee wanting to build a sidewalk on our property along St Andrews Arc, Vince will speak to the submitter of the request and review the Royal Highlands POA formal requisition process before any negotiation can begin.

Golf Cart Lease – Craig to meet Thursday with reps and will have update at our next meeting.

Maintenance Road Repaving – Craig to contact DAB. They are scheduled to start repaving within the community starting on the 25th of the month.

The Member Guest tournament is almost completely sold out. We will decide in early March if this tournament is a “go or no go” considering CDC guidelines and requirements.

F&B Report – Lisa Applewhite (nothing to report)

Treasurer’s Report – Steve Ryan

Treasurer's Report				
				01/22/21
Account	Account Type	Bank	APY	Balance
Cash - Operating	Checking	BB&T	0.00%	105,028.97
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.25%	8,826.56
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	0.85%	35,525.83
Non Operating Investment Account	Cash	Raymond James	0.00%	-
Non Operating Investment Account	Institutional MM	Raymond James	0.03%	233,543.18
Cash Balance as of 01/22/2021				384,324.54
Change from 01/08/2021 Report				40,816.78
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	859,762.42
PPP Loan	Paid in full 1-8-21 per Truist Bank			
Personal Note	Monthly on 1st...\$2191.00		6.00%	135,258.52
Monthly Lease Payments				2,961.46
Accounts Payable(Including lease payments)				31,310.34
BB&T Credit Card				1,657.08
Cash Balance 01/22/2021				384,324.54
Cash Balance 01/24/2020				187,837.20
Difference				196,487.34

Secretary – Esther Patterson

Esther looked online at various medical leave policies of other clubs in the area and noted that medical leaves in general are:

- Granted to a member for personal medical reasons only (unable to play golf due to a member’s medical condition). Members requesting leave for any reason other than personal medical reasons do not fall under the Medical Leave policy.
- For not less than 3-5 months and up to 12 months.

It is the opinion of the board that at this time (due to COVID related health issues) that we table this discussion for later and we continue to look at each specific case in terms of our guidelines and use management discretion.

Vice President – Lisa Ritchey

The Clubhouse Restoration Committee consisting of Lisa Ritchey, Tom Lawrenson, Dave Kozlowski, Carolyn Skorich, Regina Johnson, and Sue Scappaticci met on January 19th and reviewed their charge: to make restoration recommendations for the clubhouse, along with cost estimates, to the Board of Directors by June 30, 2021. Everyone wrote down their individual ideas, suggestions, comments, and questions, and then they were then divided up into the Common Area (porch, lobby, Pro Shop, office, restrooms) and the Restaurant/Bar Area. The board reviewed the list of ideas and general comments and added a few of their own. The committee will meet again on January 26th.

Membership – Bill Ortvals

New: Henrik Edeback Limited General Single - eff 1/12/21
Bob Poss Limited General Single - eff 1/12/21

Status Change: Terry and Mary Neikirk from Equity Family to Limited Equity Family – eff 2/1/21

Medical (23):
Bev Race
Harry Taylor
Tom Campbell
Richard Taylor
Tom Christie
Ann Carter
Tom Lawrenson
Jackie Klein
Sally Tubbs
Martha Wolff
Karen Brondyke
Jim Parker
Kathy Stephens
Russ Van Ness
Cleveland White
Carolyn Upchurch
Jim McGill
Bob Collins
John Buono
Denny and Mary Carlen
Karen Kozlowski
Barb Bradford – eff 1/15/21
Dave Maki – eff 1/15/21

Bill was asked by a member to consider possible membership changes/adjustment:

1. Adding an extended Seasonal General Membership plan from 6 mos to 9 mos (instead of November to April it would be September to May). Craig advised that at any time a Seasonal General Membership can extend their membership and there is no need to create a new membership plan.

2. Adjustment to 6-month Seasonal General Membership to cover October thru November and then cover January thru April. This would avoid having to pay for the month of December. The board determined that this “opens the door” to other members to take a month off their membership during the year (holiday traveling, summer vacation, camping trip, etc), and this would be an administrative/billing nightmare, as well as loss of revenue. Board agreed this suggestion would not be in the best interest of the club. A Seasonal General Membership can extend their membership at any time and there is no need to create a new membership plan.

Golf – Jim Oddo

Committee: Linda Carey, Karen Weicht, Jackie Klein, Sandi Bryan, Ray Smith, John Buono, Gary Ritchey, Craig Misch. The objective was to include a representative from each of the golf groups in our membership.

- Men’s Match Play will be an 8:00 a.m. shotgun on Monday, Feb 1st, as the course will close for pre-emergence at Noon.
- Member/Member will be Wednesday, Feb 10th and Thursday, Feb 11th 8:00 a.m. shotgun both days. The committee is working to make this event more special.
 - Cost will be \$14.00 per player plus \$5.00 prize fund.
 - Lunch to follow on Feb 11th. Menu selections of 3 choices will be included in the eblast.
 - Sign up sheets will be in the lobby beginning Saturday, January 30th. The combined field of Women and Men will be limited to the first 60 teams to sign up.
 - 50/50 Raffle both days and a double draw on Thursday after lunch.
- Mixed Team Chicago (MMGA and MWGA) will be held on Wednesday, Feb 17th 8:00 a.m. shotgun.
 - Introduction letter to be sent by Feb 3rd.
 - Signups on Golf Genius will open 1 week prior and close on Feb 17th.
 - Lunch menu has not been determined.
- Night Golf and Happy Hour will be Saturday, Feb 27th at 6:00 p.m.

Jim sent out a new Golf Calendar and it was suggested that he mark any changes made to make them easier to identify.

Marketing – Steve Snover

The board requested that Steve arrange for Golf Life Navigators to give us a presentation at the next meeting so that we can learn more of their operation and get answers to our questions.

Building and Grounds Report – Steve Bryan

Steve provided a Buildings and Grounds Project List identifying priorities.

1st Priority:

- Directional and Info Blue Signs – We went around the course to identify the signs needed and took the order to the supplier for a quote. We want to standardize all signs with the exception of caution and warning signs. Posts need maintenance and it is felt we can get some volunteers from our membership to help with this before the signs are put up.
- Cart Path Boundaries – We will continue to set boundaries with ropes and green/white stakes. To buy additional stakes, it will cost \$129 for 25 of them. It is felt we can go to Home Depot and buy a

4 ft section (8 stakes) and get volunteers to cut and paint, costing a lot less money. We will continue to use ropes as needed and ensure there is a walk thru opening.

- Move hazard stakes along wetlands on #5 fairway – Completed: done by Maintenance.

2nd Priority

- Sand Trap Fill on Hole #16 - There was much discussion about changing the look and strategy of the hole. It was determined that the hole would not need to be closed to make this change.
- We should be able to fill in the trap in the near future.

Bill Ortvals made the motion, seconded by Steve Snover, to fill in the sand trap on Hole #16 at the far side of the ravine with fill dirt and sod. Motion approved.

- Tree trimming – Board not in favor of any member going up into the tree or in a bucket truck to do the trimming. MMGA will rent a bucket truck to reach the branches that need removed. Date to be advised.
- Beverage Cart (used): Steve getting information on cost and location of used carts.

3rd Priority

- Tall grass removal in penalty area (TBD) – Equipment rental needed to use backhoe and front blade to remove and backfill.
- Coquina spread – To be coordinated with resurfacing approaches and exits from cart paths.
- Replace fountain on hole #3 (TBD) – Fountain costs range from \$500 to \$2000 depending on how elaborate the fountain and the spray. It will require changing amp system of the pump.
- Fill-in holes off cart path exits (TBD) – Equipment rental needed to use backhoe and front blade to remove and back fill.
- Shave off ridges of raised concrete section on cart paths (TBD) – Determine cost to rent vs hire vendor to complete and whether we have the skilled people to operate the machinery.

Communications – Therese Buono

Numbers from the Crown & Shield from December 30 thru January 20, with totals for Food and Beverage are as follows:

12/30 – Wednesday – Special (Baked Cod, 15) 35 Lunches, 45 Dinners. Totals: Food = \$1005, Beverage = \$520

12/31 – Thursday – NEW YEARS EVE, 6 Lunches, 105 Dinners. Totals: Food = \$3177, Beverage = \$797

01/01 – Friday – Special (Fish Fry -18) 29 Lunch, 40 Dinners. Totals: Food = \$891, Beverage = \$339

01/02 – Saturday – Special (Pork Loin -3) 29 Lunches, 17 Dinners. Totals: Food = \$661, Beverage = \$545

01/03 – Sunday – Breakfast & Lunch. 77 Breakfasts, 24 Lunches. Totals: Food = \$914, Beverage = \$442

01/04 – Monday – Special (Beef Brisket – 7) 16 Lunches, 30 Dinners. Totals: Food = \$595, Beverage = \$375

01/05 – Tuesday – Special (Liver & Onions– 45) 26 Lunches, 96 Dinners. Totals: Food = \$1593, Beverage = \$609

01/06 – Wednesday – Special (Stuffed Haddock– 14) 16 Lunches, 51 Dinners. Totals: Food = \$857,

Beverage = \$496

01/07 – Thursday – Special (Chicken Stir Fry -13) 23 Lunches, 22 Dinners. Totals: Food = \$796, Beverage = \$434

01/08 – Friday – Special (Seafood Trio – 7) 32 Lunches, 32 Dinners. Totals: Food = \$957, Beverage = \$372

01/09 – Saturday – Special (Pot Roast – 18) 18 Lunches, 58 Dinners. Totals: Food = \$1036, Beverage = \$663

01/10 – Sunday – Breakfast & Lunch. 63 Breakfasts, 38 Lunches. Totals: Food = \$953, Beverage = \$391

01/11 – Monday – Special (Pork Loin – 4), (Birthday Bash - 35) 19 Lunches, 21 Dinners. Totals: Food = \$1211,
Beverage = \$681

01/12 – Tuesday – Special (Salisbury Steak -8) 27 Lunches, 21 Dinners. Totals: Food = \$1472, Beverage = \$381

01/13 – Wednesday – Special (Corned Beef-17) 9 Lunches, 32 Dinners. = Totals: Food = \$654, Beverage = \$380
 01/14 – Thursday – Special (Spaghetti & Meatballs – 14) 43 Lunches, 34 Dinners. Totals: Food = \$1048,
 Beverage = \$672
 01/15 – Friday – Special (Surf & Turf – 25) 66 Lunches, 69 Dinners. Totals: Food = \$1672, Beverage = \$596
 01/16 – Saturday – Special (½ Rack Ribs & Pulled Pork -9) 30 Lunches, 34 Dinners. Totals: Food = \$865,
 Beverage = \$566
 01/17 – Sunday - Breakfast & Lunch. 86 Breakfast, 53 Lunches. Totals: Food = \$1314, Beverage = \$463
 01/18 – Monday – Special (Mussels 3) 1 Lunch, 23 Dinners. Totals: Food = \$308, Beverage = \$488
 01/19 – Tuesday – Special (Prime Rib 42) 15 Lunches, 59 Dinners. Totals: Food = \$1331, Beverage = \$432
 01/20 – Wednesday – Special (Chicken Marsala 9) 9 Lunches, 32 Dinners. Totals: Food = \$609, Beverage = \$420

For the period through 12/30 thru 1/20 (22 business days), 119 pizzas were sold = 5.4/day

Dinner Specials for February

Sundays’ – Served with your choice of a cup of soup, or dinner salad

February 7 – Breakfast & Lunch until 2 pm Snack menu ‘til 4:30 Private Dinner Party
 February 14 – Breakfast & Lunch until 2 pm Valentines Dinner from 4 to 7
 February 17 – Breakfast & Lunch until 2 pm snack menu ‘til 6pm
 February 21 – Breakfast & Lunch ‘til 2 pm snack menu ‘til 6pm
 February 28 - Breakfast & Lunch ‘til 2 pm snack menu ‘til 6pm

Mondays’ – Served with your choice of a cup of soup, or dinner salad

February 1 – Meat Lasagna \$12.99
 February 8 – Birthday Bash Restaurant closes at 4 no takeout
 February 15 – All you can eat Mussels w/side \$14.99
 February 22 – Stuffed Peppers w/vegetable \$12.99

Tuesdays’ – Served with your choice of a cup of soup, or dinner salad

February 2 – Liver & Onions with mashed potatoes & vegetable. \$12.99
 February 9 – Pot Roast with boiled potatoes & vegetable \$14.99
 February 16 – Roasted Turkey with mashed potatoes & vegetable \$13.99
 February 23 – Apple stuffed Pork Loin with roasted potatoes & vegetable \$14.99

Wednesdays’ – Served with your choice of a cup of soup, or dinner salad

February 3 – Stuffed Haddock with rice & vegetable \$15.99
 February 10 – Veal Parmesan with spaghetti \$15.99
 February 17 – Corned Beef and cabbage with boiled potatoes & carrots \$13.99
 February 24 -Meatloaf with mashed potato & vegetable \$12.99

Thursdays’- Dinners – Served with choice of a cup of soup or dinner salad

February 4 – Beef stir fry over rice \$13.99
 February 11 – member/member lunch open at 2pm/Pork chop starch & vegetable \$14.99
 February 18 – Spaghetti & Meatballs \$12.99
 February 25 – Chicken Parmesan with spaghetti \$14.99

Fridays’ – Dinners – Served with choice of a cup of soup or dinner salad

February 5 – Tuscan Swordfish with starch & vegetable \$18.99
 February 12 – Surf & Turf (Beef Tenderloin & Shrimp) baked potato & vegetable \$18.99
 February 19 – Bacon wrapped Scallops with starch & vegetable \$18.99
 February 26 – Seafood Scampi over spaghetti \$16.99

Saturdays’ – Served with your choice of a cup of soup, or dinner salad

February 6 – Salisbury steak with mashed potato & vegetable \$13.99
 February 13 – Private party Restaurant closes at 4:30
 February 20 – ½ Rack Ribs & Pork with fries and slaw. \$16.99

February 27 - Lobster Mac & Cheese with bread stick \$15.99

February Lunch Specials

Serving 11 to 4

1. Meatball Flatbread \$9.99

Pizza sauce, Mozzarella and Meatballs

2. Grilled Chicken Greek Salad \$11.50

Grilled Chicken, tomato, kalamata olives,
Pepperoncini & feta cheese

3. Pastrami on Rye \$11.99

Grilled rye, swiss cheese, grilled onions
& mustard

4. 6 Wings and Fries \$10.99

12 wings \$12.99

5. Bratwurst \$9.99

Served w/sauerkraut & mustard

6. California Club Panini \$11.99

Grilled Chicken, swiss, lettuce, tomato
& avocado

7. Prime Rib Sandwich \$10.99

Kaiser, pepper jack cheese, grilled onions
& shaved ribeye

Sunday Snacks 2-5

Pot Sticker- 6 deep fried pork pot stickers served with soy sauce. \$8.99

Basket of Fries – Enjoy a basket of sweet potato or regular fries. \$3.99

Basket Chips – Deep fried and seasoned potato chips served with your choice of dipping sauce. \$3.99

Onion Rings – Crispy on the outside, tender on the inside served with our kicken Bayou sauce \$6.99

Buffalo Chicken Tenders – Mild, Medium, or Hot served with celery & carrots. \$8.99

Chef Salad – served with your choice of dressing. \$11.50

Pecan Crusted Chicken Salad – crunchy pecan crusted chicken breast over a mix of fresh greens, mandarin oranges, c'raisins and bleu cheese crumbles. \$11.50

Hole in One Sandwich – Homemade chicken or tuna salad with your choice of bread served with one side. \$9.99

Club Sandwich – Select your choice of bread, served with one side \$11.99

Coconut Shrimp Basket – 5 shrimps served with fries. \$11.99

Pizza and pizza flatbreads are also available till 6pm order by 5:30

All for dine in or take out

Meeting adjourned at 10:00 a.m. The next Board Meeting will be held on February 12 at 8:00 a.m. in Mtg Rm A at the Rec Center.

Respectfully submitted,
Esther Patterson, Secretary