

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
February 12, 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: Lisa Ritchey, Steve Ryan, Esther Patterson, Steve Bryan, Steve Snover, Jim Oddo. Absent: Vince Laverghetta, Therese Buono, Bill Ortvals. Craig Misch, General Manager, Terry Stephenson, Course Superintendent, Lisa Applewhite F/B Manager, Crown & Shield, were also in attendance.

President – Vince Laverghetta (absent)

Lisa Ritchey called the meeting to order. The Minutes of the January 22, 2021 meeting were approved.

Superintendent’s Report – Terry Stephenson

- Met with Field’s Equipment – they are looking at helping to sell Bushhog.
- Picked up Z-Turn – repaired/under warranty - \$0 cost.
- Edging around irrigation heads.
- Spot spraying weeds around course.
- Rep from Radwell International came by and will give us a price for some electrical parts off old pump station.
- Two reasons over budget in January: Lease payment on new equipment and fertilizer/emergence money budgeted in February.
- Advance Electric to come out and look at electricity for fountain and give us a quote.
- New equipment will be delivered when at least 90% of the equipment is ready to be delivered.

Manager’s Report – Craig Misch

Craig will have January final report prior to the next board meeting.

February Revenue Preliminary:

- Outside golf revenue up \$4890 to budget and up \$800 to last year
- Member dues up \$2840 to budget and \$3253 to last year
- Range sales even with last year and budget
- Pro shop sales up \$2018 to budget and up \$579 to last year
- Food and Beverage sales up \$2018 to budget and up \$65 to last year

Craig suggested that we replace the blue concrete barriers in front of the Clubhouse with poles and chains like we used to have - the current situation is becoming a safety hazard, and someone is going to get seriously injured or worse, tripping over the barriers. He will review with Terry and Steve Bryan to make the change.

Golf Cart Lease – There are 32 payments remaining on the lease, and Craig doesn’t think the batteries will last that long. It will cost \$25,000 for all new batteries / \$50,000 to get out of the lease. The original term of the lease was too long, and it would be better to get out of it (if we want to) when there is about 6 months left. Craig will replace the batteries as needed.

Maintenance Road Repaving – Craig spoke to Ryan with DAB about the maintenance road and was advised that it would cost a fortune to mill it and repave, but he said it had a decent base and he would recommend a one-inch overlay on top of the existing road. Craig asked him to give us an estimate to put a one-inch overlay on the road from the cart path coming off hole #10 to end of the road at Royal St George intersection.

F&B Report – Lisa Applewhite

The restaurant will be busy this weekend:

- Freshman Party on Saturday; the restaurant will close at 4PM.
- Valentine Dinner on Sunday; there are 70 reservations so far.

The guidelines for the restaurant are now at 100% occupancy, however, we are limiting it to 80%.

Treasurer’s Report – Steve Ryan

Treasurer's Report				
Account	Account Type	Bank	APY	02/12/21 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%	12,826.62
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	0.85%	35,551.47
Non Operating Investment Account	Cash	Raymond James	0.00%	-
Non Operating Investment Account	Institutional MM	Raymond James	0.03%	233,546.91
Cash Balance as of 02/12/2021				388,353.97
Change from 01/22/2021 Report				4,029.43
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	853,283.65
PPP Loan	Paid in full 1-8-21 per Truist Bank			
Personal Note	Monthly on 1st...\$2191.00		6.00%	133,743.53
Monthly Lease Payments				2,961.46
Accounts Payable(Including lease payments)				30,402.46
BB&T Credit Card				187.15
Cash Balance 02/12/2021				388,353.97
Cash Balance 01/24/2020				156,252.08
Difference				232,101.89

Note

1. Payoff for leases with interest above 6% will be \$43,527. Will transfer funds from Raymond James for necessary funds.

2. We made down payment of \$5409.25 on new equipment lease. The total lease is \$254,176.39 with monthly payments of \$4,821.73 + sales tax + property tax.

Steve discussed the idea of moving \$100,000 from Raymond James to Ford Advantage, a non-FDIC account. The Ford Advantage account is earning almost 3 times that of Raymond James. He will discuss further with Vince and Linda Gietz.

PPP Loan - On May 6, 2020, The Monarch at Royal Highlands was granted a Payroll Protection Plan (PPP) loan in the amount of \$129,675. The entire amount was used in the following 8 weeks on maintaining payroll, paying utilities and mortgage interest. Because the funds were properly used as required by terms of PPP loan, we were able to ask for forgiveness of loan. Around December 15th, 2020 the loan was forgiven, and our long-term debt was decreased. We are grateful to past president Dick Sjogren and our financial manager, Linda Gietz for making this happen.

Secretary – Esther Patterson

Esther will research ways we can recognize long standing equity members who have resigned.

Vice President – Lisa Ritchey

Clubhouse Restoration Update. The following are being discussed:

- Extension of the bar: a service window out to the patio and/or enlarging the entire bar area. Dave K to contact some companies and seek RFPs for both possible jobs.
- Men’s bathroom: tile replaced, walls painted, new lighting, water-efficient, automatic toilets and urinals, new sinks. Lisa is going to contact a few plumbers to get cost estimates.
- Flooring for the entire building: carpet tiles seem to be a sensible way to cover the floor in the bar and restaurant, vinyl flooring for the lobby, pro shop, and office areas. Regina is going to contact a vendor to come to their next meeting on February 23rd to share ideas and samples. Sue will contact Floors of Distinction to see if they will come on March 2nd.
- Replacement mat with logo for the front of the building. Dave K working on this. Spruce up the front of the building and paint the porch area. Carolyn S to contact both Yard Stop and Cepra to get some landscaping bids.

The meeting on January 26th was lightly attended, but we did tour the Rec. Center renovation and made a list of items to replace or update.

The Restoration Committee requested from the board an idea of their budget before they proceed any further. The board asked that the committee come back to them with estimates and the board will assist in deciding how much to spend and where.

Next meeting is scheduled for Tuesday, February 23rd at 9:00 a.m. and again on March 2nd.

Membership – Bill Ortvals (absent)

New:	Bob and Anita Price - General Family – eff 2/1/21
	Dwight Seger - Limited General Single – eff 2/1/21
	Preston Perkey - Limited General Single – eff 2/1/21
	Carl Lacobi - Limited General Single – eff 2/1/21
	Scott Woodward - Limited General Single – eff 2/1/21
	Kathleen Ziebarth and Terry Bass - General Household – eff 1/20/21
Status Change:	Jim Duane from Limited General Single to General Single – eff 2/1/21
	James Taylor from General Single to Limited General Single – eff 2/1/21

Resignations: Russ Van Ness - Social Member – eff 2/1/21
Off Medical: Richard Taylor – eff 11/30/20 (omitted in previous reporting)
Sally Tubbs – eff 1/31/21
Kathy Stephens – eff 2/5/21
Russ Van Ness – eff 2/1/21
John Buono – eff 2/4/21
Denny and Mary Carlen – eff 1/25/21
Medical (19): Bev Race
Harry Taylor
Tom Campbell
Tom Christie
Ann Carter
Tom Lawrenson
Jackie Klein
Martha Wolff
Karen Brondyke
Jim Parker
Cleveland White
Carolyn Upchurch
Jim McGill
Bob Collins
Karen Kozlowski
Barb Bradford
Dave Maki
Mike Boiler – eff 2/1/21
Adam and Sandi Talarek – eff 2/1/21

Golf – Jim Oddo

Golf Committee met for the first time on Wed Jan 27th. Discussion included:

- Feb and March Tournament Schedule
- Menu choices for upcoming Tournaments
- Member Value – Welcoming New Members - New ideas
- Our Roles and Responsibilities
- Organization and Support that we provide
- Handicap Committee

Member/Member – February 10th & 11th. We had 100 players. Golf and Lunch went very well.

Mixed Team Chicago – February 17th 8:00 AM shotgun. Invitation went out Wed Feb 3rd and is open until Tuesday Feb 16th. Closest to the Pin recognition, a lunch to follow, and a 50/50 raffle for course improvement. Current sign-up roster is 52: 18 Women, and 34 Men.

Night Golf – February 27th @ 6:00 PM. Signups will open 1 week prior to the event.

Easter Shamble – April 9th 8:00 AM shotgun. Invitation and details have been sent. This date, and tournament was offered due to several members asking that we do something for the potential guests who will be here visiting during that week, who intended on playing in the member/guest tournament.

Marketing – Steve Snover

We will have a video call with Golf Life Navigators at the next meeting so that we can learn more of their operation and get answers to our questions. Steve will also contact other clubs that are members to get their input on the value of their participation in this program.

Building and Grounds Report – Steve Bryan

Project List Update:

- Directional and Info Blue Signs – These are currently being manufactured to replace and upgrade existing signs that are worn out or damaged. We will put together a work party to clean the posts.
- Sand Trap Fill on Hole #16 is complete.
- Beverage Cart (used): Steve provided board with a picture of a 2019 Club Car gas powered beverage cart that we can get for \$8500. He is waiting for additional pictures from JB Golf Carts to provide to the board. Steve will get with Craig and Lisa Applewhite for input on the feasibility of the cart (estimate of what kind of revenue this would generate, what it takes to man it, what would be included on it, impact on playability, etc).
- Replace fountain on hole #3 – Terry Stephenson meeting with Advance Electric to look at electricity for fountain and give us a quote.
- Fill in Holes off the cart path – Terry has put sand at the cart paths as a temporary solution until we can make a permanent fix to this area.
- Tree Trimming – Many leaves on the course are old and bushy. Cleaning out the trees would result in less leaves and acorns on the course. Steve will get with Mike's Tree Service and ride around the course to get an idea of what needs to be done.

Steve received a letter from a member regarding improvements to the course which he reviewed with the board. He will get with Terry Stephenson to discuss the items in further detail to determine their feasibility and add them to the list of priorities as appropriate.

Steve will look into the garden at the end of Monarch Blvd (near hole #9). It is currently being well maintained, but it is a large garden and the first one seen on approaching the golf course. It might be a project that the Royal Highlands POA/landscaping team want to help with.

Communications – Therese Buono (absent)

Meeting adjourned at 9:30 a.m. The next Board Meeting will be held on February 26 at 8:00 a.m. in Mtg Rm A at the Rec Center.

Respectfully submitted,
Esther Patterson, Secretary