

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
March 13, 2020

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 8:30 a.m. in the Great Hall Meeting Room. Those present: Dick Sjogren, Steve Ryan, Vince Laverghetta, Bill Ortvals, Steve Bryan, Ann Carter, Therese Buono, Esther Patterson, and Bob Keating. Craig Misch, General Manager, Terry Stephenson, Course Superintendent, and Linda Eaton, F/B Manager, Crown & Shield, were also in attendance.

President – Dick Sjogren

Dick Sjogren called the meeting to order.
The Minutes of the February 28 meeting were approved.

Superintendent's Report – Terry Stephenson

- Treat greens for nematodes next Monday.
- Setup tractor and trailer for mulch for next Tuesday.
- Short staffed (down 3 employees).
- Sprayed green pigment on greens again last week.
- Pump station install scheduled for March 23-27; may have to run other pump if the weather stays hot while our pump station is down.
- Sprayed liquid fertilizer on all greens today.
- Will try to spike greens again next week.
- Spiked areas on and off cart paths where impacted by heavy cart traffic.

Manager's Report – Craig Misch

Month end results should be available early next week.

Last month golf revenue up \$4,000 over last year; down \$700 against budget. Green fees appear to be down but charging more has helped; raising prices has had a positive impact. In March, we are on pace to do \$86,000 in green fees – our goal was \$69,000. Food and Beverage over budget \$16,000 this month.

Member-Guest Tournament - Steve Bryan doing a great job and Ann Carter working hard on sponsorships. Committee coming up with a plan if the COVID-19 Virus gets worse than it is. We will watch this situation very closely. There will be a sanitizer dispenser on the wall in the lobby. The restaurant staff are certified in food safety, personal hygiene, correct hand washing procedures, cleaning and sanitizing.

Secretary – Esther Patterson

It was confirmed that Mulligan money that was held in the safe was handed over to Steve Bryan, and there is a process in place to account for these funds.

Buildings and Grounds – Bob Keating

Red bark mulch has been ordered and is to be delivered on Friday to the maintenance building. A crew of volunteers are scheduled to spread the mulch to the different beds around the course. This will be done on Tuesday morning March 17, 2020 at 8:30 A.M. The MMGA and the MWGA are generously donating funds from the mulligan money to take care of the cost of the mulch. Lunch will be provided at the Crown & Shield following completion of the work.

Craig was asked to get a picture of Larry and Linda Schultz for their donation of the palm tree behind 9 green for the newsletter.

A member inquired about the trap on #3 not having enough sand in it especially near the lip. Terry will put a couple loads of sand in there.

Golf – Steve Bryan

March 18th – MMGA Stroke Play Championship and Spring Dinner: The annual spring Stroke Play Championship will be held on Wednesday, March 18th at 8:00 AM. **The dinner has been postponed due to the Corona Virus.**

March 25th – Combined league Team Chicago: Last event was well received and many of the members asked if we could have one per month. Officers of the MMGA and MWGA agreed it would be a good idea at least through the months of March and April. **Lunch and raffle will not be held after golf due to Corona Virus.**

Member Guest – Sponsorship solicitations will conclude March 13th so we can account for the funds received and the spreadsheet of sponsors will be updated. **Member Guest is cancelled this year due to Corona Virus.**

Pump Station Building: Received two preliminary quotes for a metal structure to enclose the new pump station. Final quotes would be provided by onsite inspection if we decide to go forward with either vendor. The buildings in both cases would be built on the concrete pad that supports the pumps and motors and anchored to the ground.

50/50 Raffle and Mulligan Money: This mulligan money was raised by selling tickets in mostly couples tournaments and other mixed men's/women's events so we felt it was only fair to take this money and split it with the MWGA and allow them to maintain their own discretionary fund for petty cash. We will continue to hold the 50/50 money in MMGA fund and use it for course improvements and other club projects. Going forward, any funds raised by sales of tickets of combined MMGA/MWGA events will be split.

Pace of Play: With the added number of players this season, we have experienced days when play is slower than usual. Adding Marshalls to the course on days when we are full may be helpful, but current staffing cannot add Marshall to their list of responsibilities. If we use volunteer members, they will have to be screened and trained and there are challenges they may face when confronting slow players (or those who don't follow course regulations) and we have to guard against any conflict of ill will towards the golf course. The committee has decided to start with a re-education process of reminding all players of the proper way to play "ready golf" and to increase their pace of play by placing signs in the club carts, signage in the pro shop and lobby and through handouts. We will also use a "Tip of the Week" in our Golf Genius emails with reminders on how to keep pace of play moving. We will continue to look into adding Marshalls to the course, but the congestion will cease to be an issue in a few weeks as the summer season begins.

Online Tee Times Availability: There have been a few instances when Equity Members could not book a morning tee time 8 days in advance. There are two groups of players, one outside and one member managed group that book large groups each week and have done so for several years. The member managed group is open to all members and there should be room in that group for any member who wishes to play. The outside group is very large and represents a sizable revenue base that we do not want to jeopardize as we count on that revenue to keep the club profitable. It should be rare that there are no times listed online or available, and members are encouraged to talk to the Pro Shop and ask for help to get a tee time or position in the shotgun start.

Finance and Audit – Therese Buono

Updated the Standards Manual with the changes we reviewed last meeting.

Vice President – Vince Laverghetta

Distributed exhibit C of the Long-Range Plan; numbers have been updated and reference to the replacement of the greens and the associated costs was removed. Next step is to schedule a meeting with Dick, Craig and Terry for review.

Treasurer’s Report – Steve Ryan

Treasurer's Report				
				03/13/20
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	125,436.87
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.25%	20,743.86
Ford Interest Advantage	Note/Checking	Ford Interest Advant	2.40%	35,162.66
Non Operating Investment Account	Cash	Raymond James	0.25%	1.56
Non Operating Investment Account	Institutional MM	Raymond James	2.01%	173,145.69
Non Operating Investment Account	Bonds	Raymond James	3.99%	9,965.00
Non Operating Investment Account	CD	Raymond James		-
Cash Balance as of 03/13/2020				365,855.64
Change from 02/28/2020 Report				178,213.27
BB&T Loan			4.80%	924,958.05
Accounts Payable				40,660.19
BB&T Credit Card				1,435.83
Cash Balance 03/13/2020				365,855.64
Cash Balance 03/08/2019				217,667.28
Difference				148,188.36
	Funds for Member Guest Sponsors		\$12,650.00	

Membership – Bill Ortvals

Resignation: Bill and Janice Viapiano Equity Family - effective 3/1/20

New: Peter Upson Rental Single – effective 3/1/20
Ralph and Annie Stone from Rental Single to Rental Family – 2/22/20
Keith Beile and Carlyn Upchurch Equity Family – effective 3/1/20

Medical (14): Bev Race
Harry Taylor
Tom Campbell
Richard Taylor
Frank Vignone
Tom Christie
Len Vieira
Ann Carter
Tom Lawrenson
Jack West
Jeff Kotlyn
Judy Keating
Bob Hadley 2/15/20
Dave Fitch 3/1/20

Off Medical: Bob Gravatt - effective 3/1/20
Reka Reaktenwalt - effective 3/1/20

Communication – Ann Carter

The numbers from the Crown & Shield from February 27 thru March 11 are as follows:

2/27– Thursday Dinner Special (Chicken Leg quarter-4) 37 in attendance, \$567, Bar \$261 = \$828
2/28- Friday Dinner Special (Seafood Scampi-26) – 73 in attendance- \$1,255, Bar \$582 = \$1,837
2/29 – Murder Mystery Party – 95 in attendance - \$1,436, Bar \$805 = \$2,241
3/2 – Carter/Lawrenson Party – 99 in attendance - \$1,637, Bar \$1,070 = \$2,707
3/3– Tuesday Dinner Special (Liver & Onions-49) 82 in attendance-\$1,129, Bar \$378=\$1,507
3/5 – Thursday Dinner Special (Salisbury Steak-24) 72 in attendance-\$879, Bar \$385=\$1,264
3/6- Friday Dinner Special (Salmon-72) – 87 in attendance- \$1,923, Bar \$776 = \$2.698
3/7-Buono Party – 60 in attendance - \$1,313, Bar \$593 = \$1,906
3/9 – Rolling Ridge Party – 59 in attendance - \$959, Bar \$215 = \$1,174
3/10 – Dinner Buffet – 93 in attendance - \$1,463, Bar \$393= \$1,856
3/11 – Highland Lakes Party – 89 in attendance - \$1,566, Bar \$624 = \$2,190

For the period through 2/27 thru 3/11 (11 business days) 50 pizzas were sold=4.5/day

Dinner Specials for the second half of March are:

Tuesday 's – Served with your choice of a cup of soup, or dinner salad

March 17 – Taste of Italy \$15.99

March 24 – Baked Stuffed Peppers served with chef's choice vegetable \$12.99

March 31 – BBQ Pulled Pork with French fries & Coleslaw \$12.99

Thursday's- Dinners – Served with choice of a cup of soup or dinner salad

March 19- Meat Lasagna served with a garlic stick \$12.99

March 26- Spaghetti with homemade meatballs with a breadstick \$12.99

Friday's – Dinners – Served with choice of a cup of soup or dinner salad

March 20- Surf & Turf (Crab Cake & sliced Beef Tenderloin) served with starch & veg. \$18.99

March 27- Seafood Scampi served over pasta \$16.99

PLUS

March 18 – MMGA Stroke Play Dinner

March 21 – Birthday Bash

March 25 – Italian Card Bingo

Liaison

My brother sent me information as to the steps his club/golf course is taking to fight the virus. Any plans in the works for our club?

Answer

It's a great suggestion. We will be sending our plan of action through an eblast in the next day or so.

Dick Sjogren – President

Pump Station: Looked at metal buildings but the cost was too high. Checked with a shed company about getting a kit for a building but they did not do that and can only make a shed with a floor. With the expertise we have at the club, our best option is to build a 12x18 building on the slab we have after the pump is installed. We can probably get Romac or another company to price it out for us if we think this is a viable option. Board liked the idea of doing this project in-house and we will proceed with this option.

Currently, all money coming in for the Member Guest Tournament is placed in an account with Monarch. It is my belief that the Member Guest Tournament should have their own bank account and money collected should go into that account. The Board agreed that we need to overhaul this situation and look into this for next year; possibly adding a Treasurer to this Committee.

The meeting adjourned at 10:30 a.m.

Next Board Meeting will be held at 8:30 a.m. at the Great Hall Meeting Room on Friday, March 27.

Respectfully submitted,
Esther Patterson, Secretary