

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
March 26, 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, Therese Buono, Bill Ortvals, Esther Patterson, Steve Bryan, Steve Snover, Jim Oddo, Lisa Ritchey, Steve Ryan. Craig Misch, General Manager, Terry Stephenson, Course Superintendent, and Lisa Applewhite F/B Manager, Crown & Shield, were also in attendance.

Vince Laverghetta called the meeting to order. The Minutes of the March 12, 2021 meeting were approved.

Superintendent's Report – Terry Stephenson

- Have received most of the new equipment. Trap Rake backordered for now.
- Looking at selling some of the old equipment.
- Bulk fertilized entire course this week.
- Treated greens with first nematode application.
- Will be treating tees for nematodes in coming weeks.
- No applicants for Assistant or other workers.
- Will start hitting weak areas by entrance & exit of cart paths with extra fertilizer.
- As soon we get new Workman to pull leaf sweeper, we will pick up leaves.
- Still working on irrigation issues.

Manager's Report – Craig Misch

February recap

Golf, outside green fees were down \$12454 to budget and \$10373 to last year, all of this can be attributed to bad weather and several of our busiest days.

Member Dues were up \$3726 to budget and \$7253 over last year, we have more Members!!

Golf expenses were down \$929 to budget and over last year by \$1654.

Food and beverage income was up \$923 vs budget but down \$1082 to last year's sales. Expenses were under budget \$2718 but over last year by \$1520.

Course maintenance expenses were over budget \$11436 due to several factors, the new equipment purchase lease down payment and chemicals for the course were the main reasons, year to date we are only \$469 over budget in maintenance.

Net ordinary income for the month was \$51359 so we still had a very nice month.

March Review

Golf is currently down \$2187 to budget but up \$3306 vs last year. I expect a strong end of the month, we should come very close to making budget. Member dues are projected to be up around \$3000, we have more members! Food and beverage department is \$2130 over budgeted sales and almost \$9000 over last year (COVID began March 11, 2020). Looking very positive for March!

Craig was contacted by the Hurricane Junior Golf Tour (HJGT) about holding a golf tournament here on March 26-27, 2022. The HJGT was founded with the intention of providing junior golfers (both males and females) between the ages of 8-18 an opportunity to play exceptional courses in a competitive environment. They would bring about 75-90 players. Both days would have to be a single tee (first hole) for the entire day and start around 9:00 a.m. each day. With plenty of advance notice to members, we don't see how we can pass up over \$3,000 in golf revenue and additional F & B income. Craig will let them know we are interested and gather more details.

Craig would like to have the water coolers available on the course sometime in the May/June time frame and go back to member cart sharing. Non-member use of personal golf carts would revert back to what it was pre-COVID.

Secretary – Esther Patterson

The Information Meeting will be held on Sunday, April 25th at 6:30 p.m. This meeting is a general overview of the first half of our fiscal year. An e-blast will be sent out to all members. Following the meeting will be our annual tee time auction. All input from board members needs to be submitted by April 9th for the first draft of the presentation.

Treasurer’s Report – Steve Ryan

Treasurer's Report				
				Friday, March 26, 2021
Account	Account Type	Bank	APY	Balance
Cash - Operating	Checking	BB&T	0.00%	124,923.55
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.25%	1,423.39
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	0.85%	120,571.59
Non Operating Investment Account	Cash	Raymond James	0.00%	-
Non Operating Investment Account	Institutional MM	Raymond James	0.03%	148,546.91
Cash Balance as of 03/26/2021				396,865.44
Change from 03/12/2021 Report				(1,784.31)
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	846,406.57
Personal Note	Monthly on 1st...\$2191.00		6.00%	132,220.96
BB&T Credit Card				26.35
Cash Balance 03/26/2021				396,865.44
Cash Balance 03/26/2020				368,095.59
Difference				28,769.85

This report reflects the \$85,000 moved into the Ford Advantage account.

Marketing – Steve Snover

Golf Life Navigator - Steve has been in discussions with The Flagg Team, who is interested in this venture. We had originally thought that our \$1200 fee would be shared with the real estate firm in a partnering relationship. It has now been determined that there is a separate fee for the real estate firm, and the \$1200 fee would be ours solely to pay. It was decided to table this idea for one month, and in the meantime, Vince will talk to the real estate firm to see if there is a better time in the year to do this.

Vice President – Lisa Ritchey

Lisa presented the board with a spreadsheet which included all the renovations and associated costs, and priorities as determined by the committee. The board reviewed the items to determine from a financial standpoint/importance, what items to include in this first priority.

Therese Buono made the motion, seconded by Bill Ortbals, that we spend an amount not to exceed \$7,000 as follows: Men’s Restroom – Replace partitions with laminate ones, repair and paint the walls (labor to be provided by members), replace existing toilets with comfort height ones, install toilet paper dispensers and grab bars. Front Porch – Power wash porch area, paint the porch, floor and ceiling, buy two new floor mats with Monarch logo. Motion approved.

Dave Kozlowski is replacing can lights with LED lights and dimmers and this cost (approximately \$200) will be expensed. The next priority will be the interior painting of the lobby, pro shop, restaurant, and bar area, and then do the flooring.

Membership – Bill Ortbals

New: Joe Ruffolo – Limited General - effective 4/1/21

Status Change: Jim Taylor resigning Limited General - effective 4/1/21

Medical (16):
Bev Race
Harry Taylor
Tom Campbell
Tom Christie
Ann Carter
Tom Lawrenson
Jackie Klein
Martha Wolff
Karen Brondyke
Cleveland White
Jim McGill
Bob Collins
Barb Bradford
Mike Boiler
Adam and Sandi Talarek
Bob Gravatt

Golf – Jim Oddo

Women's Match Play – Spring session begins Tuesday April 6th

Easter Shamble – Friday, April 9th - 27 Member/Guest Teams and 20 Member/Member Teams

Men's Spring Scramble – Saturday, April 24th, menu decision is BBQ Chicken Breast off the grill, and Pulled Pork. Sides will be Pork & Beans and Pasta Salad. Desert is Watermelon.

A Golf Committee Meeting took place on Tuesday March 23rd, at 1:00 PM. It was agreed that this committee would meet the 2nd Tuesday of every month. Next meeting is Tuesday, April 13th, at 1:00 PM.

Handicap Committee

First on the agenda for this meeting was to re-establish the handicap committee. Since the onset of COVID in 2020, the handicap committee was limited in their activity. Our objective for this meeting was to come away with responsibilities for everyone on that committee as follows:

1. Jim Oddo will collect and audit scorecards from Monday Match Play, Thursday, and Saturday Black Tee Groups.
2. Ray Smith will collect and audit scorecards from our Friday League.
3. Gary Ritchey will collect and audit scorecards from the Wednesday morning MMGA League.
4. John Buono will collect and audit scorecards from Wednesday afternoon League.
5. Linda Carey will collect and audit scorecards from MWGA and Tuesday Match Play.
6. Jackie Klein and Karen Weicht will collect and audit scorecards from Non-league play, from cards that are deposited in the box, in the lobby.

Club Championship

Next on the agenda was a discussion/feedback with a focus on our recent Club Championship. After a lengthy discussion over Pace of Play at our Club Championship, the Committee decided the following:

1. The round is going to take 4 hours, to 4 hours and 15 minutes (we discussed every possible way to improve on this, it just will not be better than that)
2. Continue to hold the Tournament in March.
3. Continue to hold the Tournament on a Wednesday, Thursday, and Saturday
4. Change to Split Start Times on Saturday (Leaders go off on #10, so that hole #9 is their 18th hole)
5. Objective is to have as many people gather around hole #9 to watch the Leaders finish.
6. Emphasize the "Finish" of the Tournament
7. Market the Tournament several months prior, with an objective to get to 90.
8. Add an award for Silver Tee Players (parking spot)

Pace of Play

We also addressed the "Pace of Play" issue that arises from time to time, not related to tournament play. It was suggested that it may be a good time to go forward with a Marshall. Craig had some good input and supports this idea.

Golf Committee Guidelines

The last agenda item addressed our Golf Committee Guidelines and the roles and responsibilities of each member on the committee. Jim Oddo (Committee Chair) drafted an outline and provided a copy to each member for their review. The focus of our next committee meeting will be to discuss, and provide feedback to each other, regarding each area identified in the guideline.

Building and Grounds Report – Steve Bryan

Alpha Foundations

I met this week with Nate Bradford from Alpha Foundations regarding the cart path repair. Alpha Foundations has a unique system of raising and leveling concrete with a two-stage foam material that dries in 15 minutes and will hold the same weight as the concrete. I took Nate around a few areas on the front nine of the golf course to get an idea of what could be done with the uneven concrete and to provide a cost estimate. His first quote was much more than I anticipated (\$9000+) so I had him revise it to cover the problem areas on #9 (\$4000+). We can discuss the benefits vs. cost at the next board meeting.

Garden Club #9 Tee Garden Area

Last week I met with the Royal Highlands Garden Club Officers and discussed the opportunity for them to take ownership of the garden area at the #9 men's tee. Bonnie Hein created a very good PDF of their proposal options which I will share with all of you. The ladies will need some financial support to purchase needed plants, mulch, and other supplies and possibly some manpower initially to reshape the garden. I told them Monarch Golf Course would not provide the funds, however, the MMGA (and likely the MWGA) will provide funds and manpower from the Mulligan and 50/50 monies collected.

In addition, the gardens around the golf course need some help. At some future date we need to have a conversation on this subject.

Equipment Issues

The pole saw has been down for some time and is awaiting parts that are on back order or unavailable due to the age of the saw and the lack of replacement parts. We have volunteers who are waiting for this saw so they can continue trimming low hanging branches on the course. I propose we purchase a new saw and retire the old one so we can move forward with the tree trimming and keep the course looking and playing well. It would be beneficial to get the saw as soon as possible to allow trimming to continue before the hottest part of the season.

Steve Bryan made the motion, seconded by Steve Ryan, that we purchase a new pole saw in an amount not to exceed \$700 in order for us to start trimming low hanging limbs. Motion approved.

Communications – Therese Buono

Therese had 2 virtual meetings with Golf Now, working on the unengaged environment. Reviewed tags and emember/member names with Craig that are obsolete and can be deleted from the Golf Now Central side of the system.

The board reviewed the letter received from a member regarding concerns about golf course maintenance, golf rules and regulations, speed of play, board responsibilities, etc. Vince and Craig will set up a meeting with this member to personally review their issues.

Therese also had questions from members with regard to the renovations. The board agreed that we are going to be very cognizant of spending monies and we will address this topic at the Information Meeting. Therese was also asked about the removal of items from the club that have either been donated by a member or gifted to the club. Lisa Ritchey acknowledged that nothing will be disposed of without inquiring first as to its importance to the club.

President – Vince Laverghetta

The board reviewed a draft charter for the formation of an Executive Committee. During the era of contracting with a management company to operate our business, the board's role was to oversee the results of the management company and review and approve the annual budget. We are now directly responsible for the operational results of the business and the oversight of our management team. We need to document the processes for dealing with sensitive personnel decisions and the approval and amendment of the annual budget.

The Executive Committee will consist of the Officers of the club: President, Vice President, Treasurer and Secretary. The Committee would be responsible for:

- The review and approval of the annual budget or adjustment to the approved budget of the club as proposed by the General Manager.
- The review and approval of all proposed salary adjustments for salaried staff as proposed by the General Manager.
- The General Manager has the authority to determine staffing requirements and wages for all hourly paid staff as determined by the approved annual budget.
- The review and approval of the salary and benefits for the General Manager.

Motion was made by Vince Laverghetta, seconded by Jim Oddo, to adopt the charter for the formation of an Executive Committee. Motion approved.

Meeting adjourned at 10:15 a.m. The next Board Meeting will be held on April 9 at 8:00 a.m. in Mtg Rm A at the Rec Center.

Respectfully submitted,
Esther Patterson, Secretary