

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
March 27, 2020

With regard to the COVID-19 (resulting in the Great Hall to be unavailable for meetings and the state of Florida requiring social distancing etc.), the Board met "virtually" and submitted their reports on line for review and comments rather than postponing the meeting. Those participating were: Dick Sjogren, Vince Laverghetta, Steve Ryan, Esther Patterson, Bill Ortvals, Therese Buono, Steve Bryan, Ann Carter and Bob Keating, as well as Craig Misch, General Manager, Terry Stephenson, Course Superintendent, and Linda Eaton, F/B Manager, Crown & Shield.

President – Dick Sjogren

The Minutes of the February 28 meeting were approved with the correction to reflect that Russ Van Ness resigned as an officer of the MMGA only and is still a member of the MMGA.

Superintendent's Report – Terry Stephenson

- No equipment down.
- Sprayed cricket control on greens and spot fairway areas.
- Sprayed liquid fertilizer on fairways and tees to help hold moisture.
- Spike greens every Wednesday; top dress greens about every 3 weeks.
- Sprayed nematode control and fungicide on greens.
- Working on irrigation (daily); stuck heads and low-pressure heads.
- Mixed green dye with sand and top-dressing weak areas on greens.
- Pro Pump advised new pump installation is on schedule for April 6-10.

Manager's Report – Craig Misch

The golf course, while still busy, is not like it was a few weeks ago. Golf should make budget this month.

Food and Beverage will not make budget for obvious reasons, we are doing everything we can to keep things going. Takeout business has been pretty good so far.

We are not having an info meeting, but we still need to do a tee time auction in the next few weeks. Maybe we can do it via an eblast.

The course map books should be in soon.

With all that is going on, even if we stay open (golf) we are going to take a big hit in April. Many snowbirds will be or already have gone home early. April numbers will seem more like May. We will need to work on cost cutting measures and be very careful about spending money. I will suspend all purchases for the pro shop for the month of April except for special

Secretary – Esther Patterson (nothing to report)

Buildings and Grounds – Bob Keating

Ten yards of mulch was purchased and spread on Tuesday 3/17. I want to thank Steve Bryan for organizing the work party. We had 11 members come out and spray the beds for weeds and spread the mulch. We completed all but 2 beds, one on #9 and one on #18. We need to purchase about 6-7 more yards to complete those beds. A member is very upset that we did not do the bed on #9 first. I told this member we would be doing that bed, but in the wake of the COVID-19 pandemic, I am not going to organize any group to work on it until it is safe. I will be asking Steve if we can have the funds to purchase the additional mulch, it should be no more than \$200.00. This member said she would pay for it, but I don't want this money coming out of any member's pocket.

The entrance to the Crown and Shield has been stained and we need to send a thank you card to Ralph Beighley for his generosity for donating all of the new hardware for the doors and trim. Also, for his and John Buono's time for installing the hardware.

Asked Terry Stephenson to look into what has happened to the black tee boxes, i.e. # 5 # 6, # 9 - the overseed has totally died out, it appears that these tee boxes are not getting water, not even sure there is any Bermuda grass on these tees, and the transplanted tree behind # 5 tee box looks like it is in desperate need of watering. We need to be watering this on a regular basis as well as the new palm tree behind # 9.

Sent the Board an interesting article on "Here's a state-by-state breakdown of where golf's allowed and where it isn't" published in the March 25th issue of Golf World.

Golf – Steve Bryan

On March 17th eleven volunteer members of the MMGA organized by Bob Keating spread 10 cubic yards of mulch around several of the gardens on the golf course. The mulch was purchased with funds donated by the MMGA and MWGA raffles with thanks to the generosity of our membership. We will be purchasing additional mulch in the near future to complete more of the gardens.

The following MMGA members worked on the project:

Mike Boiler, Roy Bradford, Steve Bryan, John Buono, Denny Carlen, Chuck Gietz, Bob Keating, Rick Mason, John Padula, Keith Patterson, Tim Waugh

MMGA Spring Dinner and Meeting postponed until restaurant reopens after virus is contained.

No further club golf events are scheduled until the virus is contained and we return to business as usual.

Finance and Audit – Therese Buono

Distributed a rough draft of the first-round list of the specific role/responsibilities for each member of the Board. Board members to take a look at it and send any changes/updates necessary for your mapping

Vice President – Vince Laverghetta (nothing to report)

Treasurer's Report – Steve Ryan

Treasurer's Report				
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	03/27/20 <u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	127,405.12
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 Advantage	2.40%	35,162.66
Non Operating Investment Account	Cash	Raymond James	0.25%	10,210.56
Non Operating Investment Account	Institutional MM	Raymond James	2.01%	173,173.39
Cash Balance as of 03/27/2020				368,095.59
Change from 03/13/2020 Report				2,239.95
BB&T Loan			4.80%	924,958.05
Personal Note			6.00%	150,000.00
Accounts Payable				29,080.05
BB&T Credit Card				122.81
Cash Balance 03/27/2020				368,095.59
Cash Balance 03/22/2019				254,159.60
Difference				113,935.99
	All Member Guest money has been removed from general fund			

Membership – Bill Ortvals

The 3/31/20 Golf Clinic is cancelled due to the corona virus. We are wrapping up notification to all that signed up. Many indicated that they would want to participate at a later date.

Change: Tim and Arvella Waugh from General Family to Limited General Family effective 4/1/20
 Royetta Lovett no longer Equity Seasonal Family - effective 4/1/20
 Sherry Grimm from General Single to Limited General Single effective 4/1/20
 Ralph and Annie Stone will end their rental membership status early effective 4/1/20

New: Chris and Trinka Carman Limited General Family - effective 4/1/20
 Lori Slater to Henry Maguire's Equity Seasonal Family - effective 4/1/20

Medical (19): 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
Dave Fitch
Dave Kozlowski 3/15/20
Kathy Stephens 3/15/20
Dave Harder 4/1/20
Sis Harder 4/1/20
Jackie Klein 4/1/20

Communication – Ann Carter

The numbers from the Crown & Shield from March 12 thru March 25 are as follows:

3/12– Thursday Dinner Special (Stuffed Pork Loin-9) 18 in attendance, \$324, Bar \$168 = \$492

3/13- Friday Dinner Special (Sea Scallops-24) –74 in attendance- \$1,239, Bar \$424 = \$1,663

3/17– Tuesday Dinner – Taste of Italy Pasta -49 in attendance-\$806, Bar \$380=\$1,186

3/19– Thursday Dinner Special (Lasagna-16) 36 in attendance-\$597, Bar \$213=\$810

3/20- Friday Dinner Special (Crab Cake & Tenderloin-4)– PICK UP ONLY-CORONA VIRUS-\$732

3/22 – Sunday 53 TAKE OUT LUNCHESES = \$1,007

3/23 – Monday 13 TAKE OUT LUNCHESES, 27 TAKE OUT DINNERS = \$537

3/24 – Tuesday 21 TAKE OUT LUNCHESES, 54 TAKE OUT DINNERS = \$1,108

3/25 – Wednesday 23 TAKE OUT LUNCHESES, 70 TAKE OUT DINNERS = \$1,109

For the period through 3/12 thru 3/25 (13 business days) 122 pizzas were sold=9.4/day

Because of the COVID-19 Virus, we will continue to have dinner specials on Tuesdays, Thursdays & Fridays and will be open 7 days a week from noon to 7:00 pm for TAKE OUT ONLY.

Regarding the Golf Now Program (eBlasts):

I got a call from Golf Now indicating the dashboard, Golf Now's eBlast system, has been fixed and back to normal. Because I am now doing the eblasts through what is called Golf Now Central, I have decided to remain with that program as it appears to be more reliable. The fellow I spoke to was thrilled we were going to stay with Golf Now Central as they are trying to get everyone to convert.

However, the two programs do not 'talk to each other' so I am doing a whole audit making sure all members are tagged properly, i.e., member, emember, social, etc. I have found some cases where members have not been getting any messages as they were not listed at all. This project has been completed. It was very time-consuming but is worthwhile knowing everyone is getting the emails like they should.

It needs to be noted if an individual opts out on any of the eBlasts that are sent out such as the Meals of the Week or the dinner specials, they are opting out of **ALL** eBlasts including important Club Messages. So, it is suggested not to opt out as no emails will be coming through if that is done.

Dick Sjogren – President

Due to the Corona Virus situation I have not been able to get a quote on materials for building the covering for the Pump Station. I probably will not be able to do it until the health situation is resolved. At this point we really do not know exactly when the station will be installed. We saw some buildings at Eagle Dunes that we thought of emulating but on reflection they may be too large. We need a building that the roof can be removed from. The smaller the building the easier to remove the roof.

The restaurant appears to be doing fine with takeout and delivery. There appears to be a very positive impression of the restaurant on the next-door neighborhood web site which is great. Linda and Justin have put together a spreadsheet that shows sales, cost of goods, and labor cost to give a clearer picture of how things are going. I will share after Saturday when we will have a full week of data.

Finally, I believe the Governor of Florida will soon issue a Stay at Home Order for the State.

Steve B: There are counties (Collier and Lee) that have asked for a shelter in place order. Governor is not in favor but may have to do it due to pressure from local governments.

Will we have to just let the golf course go or can we still maintain the course and what do we do about membership dues? I think we need to prepare for this and think about a plan.

Steve B: I am not in favor of letting the golf course go. Whatever we can do without violating any imposed ordinances should be done. We don't want to end up looking like Legends.

Craig: As far as watering the course...we can do that without being here.

Bill: I think we should do everything possible to keep it maintained and open.

We own the course so can we be on the course during a stay at home order? Not to play golf but to maintain it.

Steve B: If the employees can't come to work because of a shelter in place order maybe we can help with basic maintenance. Maybe some of us can be briefed by Terry or James on how to operate equipment to mow or water the course to keep it alive while we are shut down. Shelter in place will not likely be a problem for residents to move about the community as long as we limit where we are. What else are we going to do with our time? I would rather volunteer to work the course than watch it wither away.

Craig: As far as upkeep, the GCSAA has written a letter to the Governor of Florida asking for an exemption on a stay home order for Superintendents and Asst Superintendents to be able to work during a stay at home order. We do not know what he will decide. We also do not know if this is even going to happen but let's be prepared if it does.

Next Board Meeting will be held at 8:30 a.m. Friday, April 10. Location TBD.

Respectfully submitted,
Esther Patterson, Secretary