

BOARD OF DIRECTORS MEETING  
THE MONARCH AT ROYAL HIGHLANDS, INC.  
April 10, 2020

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 10:00 a.m. in the Crown & Shield. Those present: Dick Sjogren, Steve Ryan, Bob Keating, Ann Carter, Esther Patterson, Vince Laverghetta, Bill Ortvals, Steve Bryan and Therese Buono. Craig Misch, General Manager, Terry Stephenson, Course Superintendent, and Linda Eaton, F/B Director, Crown & Shield, were also in attendance.

**President – Dick Sjogren**

Dick Sjogren called the meeting to order.

The Minutes of the March 27 meeting and the April 4 Informal BOD meeting were approved.

**Superintendent's Report – Terry Stephenson**

- No equipment down.
- Pro Pump took out the bad 40 hp motor and pump and installed new 60 hp pump and motor. Also put in new VFD in cabinet. We now can water at 1000 GPM compared to only 500 GPM before. Remainder of pump station install on hold until after corona virus.
- Because of the way the system is working with the efficiency of this pump, and we are able to run more water at night, it was agreed to go back to 1:00 pm shot gun tee times in the afternoon (no longer 1:30 pm). Ann will send out an eblast.
- The tree near the pump station was removed by Mike's Tree Service.
- Sprayed Dismiss/NXT on greens for wedge and goose grass control, looking at other alternatives.
- Top dressed greens with green sand and drag it in on Thursday.
- Sprayed all fairways and tees with liquid fertilizer and Symphony (wetting agent).
- Setting up schedule for May 4 for DryJect greens and put out cricket control on course.
- Scheduled to spray Indemnify (for nematodes) on greens next week.
- Will fertilize greens and tees next week.

**Buildings and Grounds – Bob Keating**

The black tees on #6 and #9 are not getting enough water. Terry is looking at putting on a smaller nozzle to get better coverage in that area.

The dead tree behind #5 green needs to be removed - we are watching expenses right now and will take care of this later.

## **Manager's Report – Craig Misch**

March Recap: The golf department was down \$919 from budget directly due to covid-19; we were trending to be above budget nearly \$10k before this happened. Golf department was able to control expenses to come in under budget \$2300.

Food and Beverage department was heading in the same direction as golf before the virus, trending to be up nearly \$10k as well. We ended up \$3755 behind budget, once again directly attributed to COVID-19. Linda and her staff did a nice job with controlling expenses coming in \$1403 under budget for the month.

Terry did a nice job controlling his expenses coming in \$6602 under budget.

Overall, as a business we ended up with a net income for the month of \$59,532. For the year we are ahead of last year's net income by over \$30,000.

Thanks to Ann Carter for paying for the Club Championship parking signs with her notary money, which she has done for several years now.

The Pro Shop now has an Official Course Guidebook available for anyone who wants one. It's a very nice booklet that you can keep in your cart. These course guidebooks are free of charge. Please take one per person. Ann will send out an eblast.

## **Secretary – Esther Patterson**

A letter was forwarded to us from Cornerstone Hospice Foundation indicating that their events and activities have been cancelled. There was some concern about the future of our Hospice Golf Tournament in October, but after further discussion with them, it was determined they were cancelling their events through May and the golf tournament will go on as planned.

## **Golf – Steve Bryan (nothing to report)**

## **Finance and Audit – Therese Buono (nothing to report)**

## **Vice President – Vince Laverghetta**

A discussion was held about opening the driving range and putting green for members only. It was determined that the crowd that would gather on the range/putting green is going to be large at times, not complying with social distancing. Also there is no way to sanitize all the golf balls/baskets to ensure everyone's safety (members and staff). Opening it up for members would not change any of this, and it would be difficult to monitor and enforce all day telling non-members they cannot hit balls while members are allowed. The Board decided it was in the best interest of everyone that we continue with our restrictions on the driving range and putting green until this pandemic is past us.

**Treasurer's Report – Steve Ryan**

The Monarch at Royal Highlands, Inc.			
Treasurer's Report			
			<b>04/10/20</b>
<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<u>Balance</u>
Checking	BB&T	0.00%	101,365.93
Currency	Office Safe	0.00%	1,400.00
Checking	BB&T	0.25%	20,744.03
Note/Checking	Ford Interest Advantage	2.40%	35,214.44
Cash	Raymond James	0.25%	10,202.92
Institutional MM	Raymond James	2.01%	173,220.08
			342,147.40
			(23,708.24)
Monthly On 1st...\$10,101.43		4.80%	918,776.29
Monthly on 28th...\$2191.00		6.00%	\$148,558.72
			29,080.05
			327.07
			342,147.40
			262,964.90
			79,182.50
All Member Guest money has been removed from general fund			

**Membership – Bill Ortvals**

New: Harry Phillips joined as a Limited Single General Member effective 4-1-20  
(This was the result of the letters Bill sent out to new homeowners)

Medical (21):  
 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  
Kathy Stephens  
Dave Harder  
Sis Harder  
Jackie Klein  
Sally Tubbs 4/1/20  
Bob Gravatt 4/1/20

### **Communication – Ann Carter**

The numbers from the Crown & Shield from March 26 thru April 8 are as follows:

3/26– Thursday Dinner Special (Spaghetti & Meatballs-7) TAKE OUTS: 17 Lunches, 32 Dinners=\$687

3/27- Friday Dinner Special (Shrimp Scampi-21) TAKE OUTS: 11 Lunches, 102 Dinners=\$1,626

3/28 – Saturday TAKE OUTS: 25 Lunches, 62 Dinners=\$1,010

3/29 – Sunday TAKE OUTS: 70 Dinners=\$1,016

3/30 – Monday TAKE OUTS: 4 Lunches, 33 Dinners=\$520

3/31– Tuesday Dinner Special (Pork-32) TAKE OUTS: 15 Lunches, 65 Dinners=\$1,094

4/1 – Wednesday TAKE OUTS: 6 Lunches, 37 Dinners=\$611

4/2 – Thursday Dinner Special (Pot Roast-46) TAKE OUTS: 8 Lunches, 87 Dinners=\$1,166

4/3- Friday Dinner Special (Ahi Tuna-4) – TAKE OUTS: 10 Lunches, 56 Dinners=\$1,026

4/4 – Saturday TAKE OUTS: 11 Lunches, 41 Dinners=\$668

4/5 – Sunday TAKE OUTS: 11 Lunches, 36 Dinners=\$716

4/6 – Monday TAKE OUTS: 6 Lunches, 21 Dinners=\$374

4/7 – Tuesday (Liver & Onions-49) TAKE OUTS: 10 Lunches, 111 Dinners=\$1,490

4/8 – Wednesday TAKE OUTS: 5 Lunches, 41 Dinners=\$694

For the period through 3/26 thru 4/8 (14 business days) 132 pizzas were sold=9.4/day

### **Dinner Specials for the second half of April are:**

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

April 21 – Chicken Parmesan - \$14.99

April 28 – Prime rib Queen cut (8oz) \$19.99 / King cut (12oz) \$22.99. Baked potato & veg

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

April 16 – Roasted Chicken leg quarter with starch & veg \$12.99

April 23 – BBQ Pulled Pork & BBQ Chicken breast with fries & slaw. \$15.99

April 30 – Country Fried Pork with mashed potato, gravy, & veg. \$13.99

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

April 17 – Crab Stuffed Shrimp and sliced Beef Tenderloin with starch & veg. \$18.99

April 24 – Seafood Scampi with pasta \$16.99

**Liaison**

Regarding your concern of the size of the roof/pump house, I would suggest putting removable hatch covers over each of the pumps. You need your pump house to be accessible for maintenance. If you need clarification, please advise.

Answer:

We had not thought of it, would like to discuss to get more details. It certainly sounds like an interesting possibility.

**Dick Sjogren – President**

Update on Paycheck Protection Program: Dick submitted all the information that was required on the loan application to BB&T (Truist Bank) and was advised that everything was received in good order. The next step is for it to be approved by the SBA. The loan proceeds would be approximately \$129,700 and 75% of that must be used for payroll purposes. Our intent is to keep everyone on the payroll for as long as possible.

There was discussion about the fact that we are not doing a great lunch business, especially on Mondays. It was decided to offer a 10% discount on all lunches Sunday through Saturday from Noon to 2:00 PM to see if it attracts more business. Ann will send an eblast. Dinner sales are good.

Next Board Meeting will be held at 10:00 a.m. at the Crown & Shield on Friday, April 24.  
Meeting adjourned at 11:05 a.m.

Respectfully submitted,  
Esther Patterson, Secretary