

BOARD OF DIRECTORS MEETING  
THE MONARCH AT ROYAL HIGHLANDS, INC.  
May 10, 2019

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 8:00 a.m. in the Great Hall Meeting Room. Those present: Dick Sjogren, Vince Laverghetta, Bob Keating, Mike Russomano, Esther Patterson and Steve Ryan. Dave Kozlowski, Linda Gietz and Ann Carter were absent. Craig Misch, Golf Pro, Terry Stephenson, Course Superintendent and Linda Eaton, F/B, Crown & Shield were also in attendance. Sam Floyd, Par for the Course Management. was absent.

**President – Dick Sjogren**

Dick Sjogren called the meeting to order.

The Minutes of the April 26, 2019 meeting were not available for approval. When Linda Gietz (who filled in for Esther Patterson) returns from vacation, she will be contacted as to the status of the minutes.

**Superintendent's Report – Terry Stephenson**

The tractor we saw the quote for at the last Board meeting was sold but the buyer's financing fell through. The cost to fix our tractor would be \$6,000 to \$8,000 and could be even more once they really get into it, which is more than the tractor is worth. Wells Fargo Leasing will give us a 48-month Capital Lease @ 6.5%. Terry will look into trying to sell the existing tractor to get some money out of it. **Dick Sjogren made a motion seconded by Vince Laverghetta to spend \$17,540 toward the purchase of a new tractor. Motion approved.**

The aeration machine broke down on Monday after only doing six holes; finished on Thursday. Put out pre-emergence on tees, fairways and roughs; will do greens next week.

Cricket control put out on Monday, and even though they did 58 acres, the contract only called for 50 acres and that is what Terry paid.

Terry is monitoring the long days the crew has been working and adjusting their hours to limit the amount of overtime pay; will catch up on the mowing next week.

Sprayed 2<sup>nd</sup> application of Nematode control on greens; 4<sup>th</sup> application of Fairy Ring control on greens; spot sprayed for Nematodes on tees and fairways; sprayed greens for goose grass control.

Black tees on #4 and #5 looking good but may still need more sod.

Watering trees on #16 every day.

Vince asked if we verticut the greens, and Terry responded that we do and we have plans to aerify and slice them; waiting on tractor.

Dick asked about the fairways as there have been complaints about their condition. Terry responded that they are transitioning from the rye grass, and aerifying the fairways would help. They make a machine to do this and it is very expensive; Terry will look into a different

attachment to do this on our existing machine. We are currently mowing fairways at 3/4 inch height, and when we fertilize, we will get more density.

**Manager’s Report – Sam Floyd**

Sam is out on medical leave and the final financial figures are not available yet. Craig reported that the Member Guest tournament preliminary figures appear to be close to budget. A final report will be provided to the Board at the next meeting.

**Secretary – Esther Patterson**

Esther will prepare a letter to the resident of Royal Highlands, thanking her for the generous donation and the two Leyland Cypress trees toward the beautification project on hole #16.

**Treasurer’s Report – Linda Gietz**

The Monarch at Royal Highlands, Inc.				
Treasurer's Report				
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<b>05/10/19</b> <u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	76,205.36
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.75%	3,349.29
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	2.65%	155,938.09
Non Operating Investment Account	Cash	Raymond James	0.25%	534.08
Non Operating Investment Account	Bonds	Raymond James	3.14%	19,950.30
Non Operating Investment Account	CD	Raymond James	2.51%	12,000.36
Cash Balance as of 05/10/19				269,377.48
Change from 04/26/19 Report				9,400.59
BB&T Loan			4.80%	987,605.82
BB&T Credit Card				687.86
Cash Balance 05/10/19				269,377.48
Cash Balance 05/11/18				295,912.57
Difference				(26,535.09)
<b>Total Reserves:</b>				
Capital Reserve				3,349.29
Year -To-Date Transfers to the Capital Reserve			24,100.00	
Ford Interest Advantage				155,938.09
Raymond James				32,484.74
Total				191,772.12

## **Buildings and Grounds – Bob Keating**

Bob asked about the strips of bare sand on hole #16; Terry said that the area will be leveled out and because no water gets to it, he doesn't want to sod it; he is considering other options.

Bob mentioned that there are 3 magnolia trees in the parking lot that appear to be dying. He asked Terry to see if they need to be removed or what can be done.

A golf club member has re-shingled several cooler boxes recently, and Bob asked Esther to send him a thank you (with a \$50 restaurant/pro shop gift card) for his work. Board agreed.

## **Membership – Mike Russomano**

Medical (17):  
Bev Race eff – 5/1/19  
Howard Rudolph eff – 4/15/19  
Philip Keetle eff – 4/15/19  
Harry Taylor  
Karen Teegarden extended to 06/1/19  
Tom Campbell  
Phyllis Wagoner & Richard Taylor  
Frank Vignone  
Ron Ambrosio  
Tom Christie  
Harvey Small  
Bob Tilton  
Irene Rossiello  
Joel Anderson eff – 3/4/19 – 7/1/19  
Len Vieira eff – 3/1/19  
Wayne Sargent eff – 3/15/19  
Conrad Krzyzanowski eff – 4/1/19

Mike will put up a sign in the Rec Ctr about our 3 new memberships. Linda Eaton offered to add them to the back of the calendar insert in "The Happenings" newsletter. Mike will get with Ann Carter to determine how best to advertise these new memberships.

Mike will get with Rosemarie at the Rec Ctr to determine if there is a Welcoming Committee in the community as he wants to be on it.

## **Golf – Vince Laverghetta**

The Memorial Couples tournament is coming up on Monday, May 27<sup>th</sup>. He will get with Linda Eaton to go over the menu and pricing. The format is a 4-person shamble; pick your own team.

Craig reported that effective May 1<sup>st</sup>, the handicap committee started to audit scores entered into the GHIN system to ensure scores are posted accurately and in a timely manner. Steps will

be put in place to notify players of any changes to their scores and remind them to use the Equitable Stroke Control (ESC) process.

### **Food and Beverage – Linda Eaton**

Linda reported that the Mother's Day dinner on May 12<sup>th</sup> is going well with 145 reservations. We only have 43 people signed up for the Barry and Nancy "Name That Tune" entertainment night on May 15. This is enough to cover expenses, but Linda did not think it is a good idea to bring in entertainment during the months when many of our residents have gone North.

### **Finance and Audit – Steve Ryan**

The Board reviewed the document on Performance Standards and agreed it was a good idea. The Standards would come from the Board, the committee, and current managers. The managers will review the document and get back to the Board with their thoughts.

Bob Keating asked that we look at other clubs to see how they are wording their ads to attract people, and that we compare wages. He noticed that the ads in "Indeed" don't list the wages for the jobs we are posting, and maybe it is a good idea to add starting salary and mention a review process to attract some attention. We will discuss this with Sam on his return.

Linda Eaton will get with Terry to talk about the Goodwill career resource site which contains information on people looking for jobs.

### **Communication – Ann Carter**

No communications report as Ann is on vacation.

### **President – Dick Sjogren**

Dick contacted RestorSurance Services (Jim Geer) to look at the Clubhouse roof, which dates back to around 1997. They advised that the roof needs replaced and provided a bid for \$27,058. Our insurance company values the clubhouse at \$581,000 with a 5% deductible clause for wind and hail, which would amount to \$29,000. Our long-range plan calls for replacement of the Clubhouse and the Cart Barn roofs by 2023 at a total cost of \$40,000. Dick said the roof has already leaked once and James fixed it; Linda said the lobby leaks occasionally. Dick will get another estimate (ie, Nolans Roofing, Eustis Roofing, etc) before we talk to Sam about this. Linda Eaton will look for the renewal policy for the period April 2019 to 2020.

The next Board Meeting will be held at 8:00 a.m. at the Great Hall Meeting Room on Friday, May 24. The meeting adjourned at 9:40 a.m.  
The Board went into Closed Door session.

Respectfully submitted,  
Esther Patterson, Secretary