

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
May 24, 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, Esther Patterson, Dave Kozlowski, Linda Gietz, Ann Carter and Steve Ryan. Bob Keating and Mike Russomano were absent. Sam Floyd, Par for the Course Management, Craig Misch, Golf Pro, James Hopkins Jr (for Terry Stephenson, Course Superintendent) and Linda Eaton, F/B, Crown & Shield were also in attendance.

President – Dick Sjogren

Dick Sjogren called the meeting to order.

The Minutes of the April 26, 2019 meeting were approved with the following correction: **Dick Sjogren made a motion seconded by Vince Laverghetta to spend \$8935.96 for a Bad Boy Z-Turn Rebel Mower. Motion approved.** The Minutes of the May 10, 2019 meeting were approved.

Superintendent's Report – James Hopkins Jr (for Terry Stephenson)

The new tractor came last Thursday.

Will finish pre-emergence on greens this week.

Spot sprayed tees and greens for Nematodes.

Sprayed fungicide/insecticide on greens.

Dick and Terry talked and decided not to punch the fairways - the cost is \$7,000 and plugs are messy. Soil samples were taken and there is only about 2" of soil and underneath that is all clay. The slicer we have now can go 2" in depth, and the decision was made to aerify and start slicing roughs with existing attachment this week. In the Fall, we will put out an extra 75# of seed/acre (30% increase) and maybe do aerification in the Spring.

Manager's Report – Sam Floyd

The final report for April was received and total of all revenues were behind budget \$12,323.

We are still tracking to make a profit this fiscal year. May net income is looking good. Preliminary results of Member Guest Tournament showed a profit of \$371.28. Craig to send Board the final results.

Vice President – Dave Kozlowski

Dave met with Steve Ryan to discuss doing a zero inventory before yearend on maintenance equipment, kitchen equipment and pro shop to help with long range plans for inventory needs and tax liabilities. Sam advised that he already has a maintenance equipment inventory for Terry's department and will send to Dave copies of what has been done annually.

Treasurer's Report – Linda Gietz

The Monarch at Royal Highlands, Inc.				
Treasurer's Report				
				05/24/19
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	59,580.67
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.75%	3,334.29
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%	20,010.60
Non Operating Investment Account	CD	Raymond James	2.51%	11,998.20
Cash Balance as of 05/24/19				252,795.93
Change from 05/10/19 Report				(16,581.55)
BB&T Loan			4.80%	987,605.82
BB&T Credit Card				687.86
Cash Balance 05/24/19				252,795.93
Cash Balance 05/25/18				271,623.33
Difference				(18,827.40)
Total Reserves:				
Capital Reserve				3,334.29
Year -To-Date Transfers to the Capital Reserve			24,100.00	
Ford Interest Advantage				155,938.09
Raymond James				32,542.88
Total				191,815.26

Buildings and Grounds – Bob Keating (absent)

Golf – Vince Laverghetta

The Memorial Couples tournament on Monday, May 27th has 48 people signed up. There is a July 4th tournament planned and Craig and Linda Eaton will handle since Vince will be on vacation.

Craig reported that the handicap committee started to audit scores entered into the GHIN system. Craig will send out an email to the members asking that all cards contain the players last name, date of play, and reflect accurate scores. He will also explain the importance of using the Equitable Stroke Control (ESC) process to having an accurate handicap.

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
 Tom Christie
 Harvey Small
 Bob Titton
 Joel Anderson eff – 3/4/19 – 7/1/19
 Len Vieira eff – 3/1/19
 Wayne Sargent eff – 3/15/19
 Sherry Anderson eff – 5/1/19
 Al & Debbie Dame eff – 6/1/19
 Selden Skelly eff – 6/1/19

Off Medical: Conrad Krzyzanowski eff – 6/1/19
 Irene Rossiello eff – 5/1/19
 Ron Ambrosio

Regarding our 3 new memberships: Linda Eaton will add them to the back of the calendar insert in “The Happenings” newsletter. Ann Carter will send an eblast out to the members.

Mike spoke with Rosemarie at the Rec Ctr who advised there is no longer a Welcoming Committee in the community for new residents, but someone is starting a “Freshmen Club”. Information on this is in the Happenings and Mike will review.

Finance and Audit – Steve Ryan

Steve reported on the preliminary timeframe for the Monarch Standards project: Packet will be sent out on June 1 to Board members for comments. By the next Board meeting the packets to be distributed to all department heads with requested completion date of August 1. The distribution will be Sam, general manager; Craig, pro shop and cart barn; Linda, restaurant and bar operations; Justin, food and kitchen; Terry, grounds; Dick, Board; Dave, long range planning; Linda Gietz, financials. On August 1, begin compilation of responses and prepare initial report to the Board by the second meeting of September.

Communication – Ann Carter

The Dinner & Bar only numbers from May 9 thru May 21 are as follows:

5/9 – Thursday Dinner Special (Beef & Rice Stuffed Peppers-6) – 23 in attendance, \$344, Bar \$142=\$486

5/10 - Friday Dinner Special (Sliced Steak Combo-12) -50 in attendance- \$815 Bar \$341=\$1,156

5/12 – Mother’s Day Buffet – 165 in attendance- \$3,275, Bar \$620 = \$3,895

5/14 – Tuesday Dinner Special (Fried Pork Loin-3) -5 in attendance- \$131, Bar \$75- \$207=\$382

5/15 – Entertainment – Barry & Nancy – Name that Tune-57 in attendance-\$999, Bar \$698=\$1,697

5/16– Thursday Dinner Special (BBQ Chicken & Ribs-9) – 49 in attendance- \$661, Bar \$330=\$990

5/17- Friday Dinner Special (Shrimp Combo-27) -67 in attendance- \$1,079, Bar \$346 = \$1,426

5/21 –Tuesday Dinner special (Taste of Italy Pasta) 22 in attendance- \$373, Bar \$190=\$463

For the period through May 9th through May 22 (10 business days) 34 pizzas were sold=3.4/day

Dinner Specials for the month of June are:

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

June 4 - Liver & Onions with bacon, mashed potatoes, gravy & vegetable \$12.99

June 11 – Dinner Buffet - \$14.99

June 18 - Taste of Italy \$15.99

June 25 – Ground Beef Sheppard’s pie. \$12.99

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

June 6 – Chicken Potpie over buttermilk biscuits. \$12.99

June 13 –Meatloaf with mashed potato, veg, & gravy. \$12.99

June 20 – BBQ Chicken & Rib combo with fries & slaw. \$16.99

June 27 – Veal Francaise served with chef choice starch & vegetable \$14.99

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

June 7 – Seared Tuna served with rice & vegetable \$18.99

June 14 – Crab Stuffed Shrimp served with starch & vegetable \$16.99

June 21 – Seared Sea Scallops served with chef choice starch and vegetable \$18.99

June 28 –Seafood Combo: Blackened Snapper & Fried Calamari, hushpuppies, fries, & slaw \$17.99

PLUS

June 26 – Taco Card Bingo

Note about our entertainment:

On June 15th our entertainment was Name That Tune with Barry & Nancy. A total of 57 people was in attendance and everyone had a great time singing, dancing and brain teasing. They have been entertaining at the Crown & Shield since 2008 and put on a fun, entertaining evening. The winners, getting a fine glass of champagne and a certificate, were Jackie & Bruce Klein, Karen &

Ernie Weicht, Steve & Maxine Snover and Dick & Jackie Holst. Many people asked that we bring them back again and Barry & Nancy would love to be back soon.

Liaison

Question:

How can we justify having Craig Misch and three additional employees in the Pro Shop. It appears Ralph, Dina & Laura are there more than Craig is seen. In past years there has only been one alternate, now there are three. Is the Pro Shop that busy to justify that many employees?

Answer

Due to the structure, particularly on the days we have shot gun start and double tee starts, the Pro Shop requires more than one person. The three people are sharing the same number of hours as if we had one full time person and are temporary employees. Craig is working more than 40 hours. As a salaried employee, he does not get paid overtime.

President – Dick Sjogren

Dick received another estimate (Proformance Roofing) on the roof which came in \$3,000 less than the previous estimate received, but the shingles are lesser quality. The roof was patched about 6 months ago, and Proformance said work shows this roof shouldn't be leaking. Sam suggested that we use a roofing engineer or insurance adjuster to inspect the roof and get an unbiased opinion on its condition for replacement. Board agreed and Sam will pursue this approach.

Ann reviewed the Board absences planned during the summer months due to vacations, and it was noted that we will not have a meeting on June 28 because we will not have a quorum. Dick advised that even though he will be away for the next 3 months, he will be available for Board meetings through conference calling.

The next Board Meeting will be held at 8:00 a.m. at the Great Hall Meeting Room on Friday, June 14. The meeting adjourned at 10:00 a.m.
The Board went into Closed Door session.

Respectfully submitted,
Esther Patterson, Secretary