

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
June 12, 2020

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 9:00 a.m. in the Crown & Shield. Those present: Dick Sjogren, Steve Ryan, Ann Carter, Esther Patterson, Vince Laverghetta, Bill Ortvals, Steve Bryan, Therese Buono and Bob Keating. 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 May22 meeting were approved.

Superintendent's Report – Terry Stephenson

- The 3500 is down; radiator being fixed. The 4500 is down; ordered parts for the back-wheel drive; should be up and running next week.
- Still putting plugs in weak areas around the edges of the greens. The reason they sit high is because when we water, they will be level. Craig put out a notice out that these areas are ground under repair. Ann will send out an eblast.
- Spiking/sand and fertilize weak areas on greens
- Still spraying pre-emergent to fairways, tees, greens.
- Spot spraying for weeds on tees and surrounds/fairways and green surrounds.
- Edging cart paths and bunkers.
- Sprayed for fairy ring on greens.
- Sprayed greens for goose grass.
- Lightning hit #2 satellite behind Hole #7; ordering parts (approximate cost \$1200 to \$1500). Wesco had given us a quote for better grounding of our satellites. At the time, we decided not to do it. Maybe we need to think about it again.
- Members need to understand that we have to keep working while golf is going on in order to take care of the golf course each day. Steve Bryan will draft a letter to members explaining the situation and Ann will send out in an eblast.
- Terry will not be here the week of June 15th – having cataract surgery.

Building and Grounds Report – Bob Keating

Drain at the end of #18 tee box needs to be addressed, we cannot continue to leave it as is, water builds up when it rains or we irrigate, the hole that is there is a trip hazard and someone is going to get hurt. We need to try and dig down and possibly put in a French drain to see if that corrects the problem, if not we need to put a drain pipe and try to run the water to a lower area behind the tee. Terry put stone in it already and it probably needs to be redone. He will see if he can correct the existing situation or suggest other alternatives.

Cart paths have been covered over in mud due to the excessive rains we had, we should have someone scrape the mud off. Terry will handle.

We need to mulch the remaining beds. Board agreed to order about 10 more yards, and Bob will get a crew together to complete this project.

Cover for the pump station is nearing completion, thanks to all that have worked on this, especially John Buono and Dick Sjogren.

Manager's Report – Craig Misch

May Recap:

Golf department. Green fee revenue was up \$10,312 against budget and \$11,535 against last year's revenue. Membership dues were up \$1358 against budget and up \$3313 against last year's revenue. Golf merchandise sales were up \$4174 against budget and \$3620 against last year's revenue. Golf expenses were down \$1201 vs budget and \$3806 to last year. Golf had one of the best (if not the best) May revenue month the Monarch has ever seen.

Food and Beverage department. Linda Eaton and her staff had a particularly good month. Revenue was up \$2163 vs budget and down vs last year's revenue by \$488. Expenses were down \$5874 vs budget and \$5455 vs last year's expenses. Considering the circumstances (COVID-19), these numbers are truly incredible.

Course Maintenance department came in under budget \$8174. We spent a bit more than we did last year (\$2630); last year we spent \$10,000 in fertilizer.

Overall, as a business we had a good month. We were budgeted to lose \$35,070; we only lost \$1095. We can thank heavy outside play revenue in the golf department along with a strong effort from the Crown and Shield for the difference.

June's early numbers look good in both departments so far.

Billing is still an issue. More people this month did not get their bill than in the month before. We are trying to determine what the problem is. Emails have been sent to those who did not receive a bill this month.

We also have problem with connectivity. We lose phone connection (cannot receive food orders) and internet (cannot process credit cards). The problem happens at the exact same time for the same period every day. It appears it is unique to our building (the maintenance shed is good). Comcast should be here today to put in a new modem. Craig has talked to Ivan on the prospect of looking into a secondary internet package as a backup - no idea of the cost or if it is even viable. Vince said this problem is showing up in other areas of the community (ie, loss of connection, low speed, etc). He mentioned that there is fiber optics cabling and coax cabling in our community, and it would be

beneficial to determine where one ends and the other begins to determine if that might be part of the problem.

Steve Bryan received a suggestion suggesting that the restaurant reopen Sunday mornings only for breakfast (10AM to 2PM). Linda advised there are plans to change the hours when we get back to 100% capacity.

Craig will not be here the week of June 14th.

Treasurer’s Report – Steve Ryan

Steve will comply with Board request to move some monies into the Ford account.

Treasurer's Report				
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<u>06/12/20</u> <u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	268,635.13
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.25%	26,744.22
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	2.40%	35,302.77
Non Operating Investment Account	Cash	Raymond James	0.25%	-
Non Operating Investment Account	Institutional MM	Raymond James	2.01%	183,482.05
Cash Balance as of 06/12//2020				515,564.17
Change from 05/22/2020 Report				31,769.70
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	\$905,672.61
PPP Loan				\$129,675.00
Personal Note	Monthly on 1st...\$2191.00		6.00%	\$145,654.50
Monthly Lease Payments				\$5,039.28
Accounts Payable				\$36,303.55
BB&T Credit Card				\$579.04
Cash Balance 06/12/2020				515,564.17
Cash Balance 05/24/2019				264,742.31
Difference				250,821.86

Vice President – Vince Laverghetta

Vince mentioned that it would be a good idea to have a backup for our website. Therese Buono agreed to be that person. Ann will review the website to ensure everything is up to date.

Secretary – Esther Patterson (nothing to report)

Golf – Steve Bryan

- Women’s Shoot Out postponed for weather. New date is June 28th; tee off 1:00 PM.
- July 5th Couples Fourth of July Tournament. Tee off 8:00 AM shotgun for members only; signups starting next week. Tournament followed by lunch at Crown & Shield (teams limited to capacity of restaurant). Menu TBD.
- Golf and Handicap Committee Regular meetings will resume later this month before the 4th of July holiday. We will discuss upcoming events and how to resume scorecard spot review.
- Steve will discuss with the Golf Committee the rule that couples can only play with the same couple once in a calendar year in Couples Tournaments.

Finance and Audit – Therese Buono

Nothing new to report. Spoke with Steve Bryan with reference to his job template and he is going to send one to her.

Membership – Bill Ortvals

Spelling of Susy Pita was corrected.

Craig will revise the name of the 2020 Summer Season Golf “Program” to a “Membership”.

Bill Ortvals made a motion seconded by Esther Patterson that a Limited General member be able to play 54 rounds anytime during the 6 month period rather than 9 rounds per month (Nov thru Apr). Motion failed.

Board discussed the need to be more flexible and constantly open minded as time goes forward. Many people are looking at our Club because we have been more liberal in our approach (ie, golf, golf carts, restaurant hours & options, etc). The future might require a completely different membership structure and maybe we discuss this if COVID-19 comes back.

New: Regina and Bonus Johnson Family General Member – effective 6/1/20
Ruth Iredale Single General Member – effective 6/1/20
Bob Collins Summer Season Single Member – effective 6/6/20

Medical (17): Bev Race
Harry Taylor
Tom Campbell
Richard Taylor
Tom Christie
Len Vieira
Ann Carter
Tom Lawrenson

Judy Keating
Bob Hadley
Dave Fitch
Dave Kozlowski
Jackie Klein
Sally Tubbs
Bob Gravatt
Kathy Sjogren
Bob Keating

Off Medical: Jack West
Kathy Stephens effective 6/10/20

Communication – Ann Carter

The numbers from the Crown & Shield from May 21 thru June 10 are as follows:

Note – Numbers include take out and dine-in meals including the total dollar.

5/21– Thursday Dinner Special (Meatloaf-38) 40 Lunches, 65 Dinners=\$1,287
5/22- Friday Dinner Special (Shrimp & Tenderloin-34) 23 Lunches, 87 Dinners=\$1,692
5/23- Saturday Dinner Special (Ahi Tuna - 2) 29 Lunches, 24 Dinners=\$622
5/24 – Sunday Dinner Special (Beef Tenderloin-15) 18 Lunches, 25 Dinners=\$659
5/25- Monday Dinner Special (Stuffed Peppers-8) 12 Lunches 16 Dinners=\$566
5/26– Tuesday Dinner Special (Salisbury Steak-11) 14 Lunches, 21 Dinners=\$447
5/27 – Wednesday Dinner Special (Lasagna-26) 11 Lunches, 62 Dinners = \$872
5/28 – Thursday Dinner Special (Country Fried Pork-18) 16 Lunches, 40 Dinners = \$807
5/29 – Friday Dinner Special (Seafood Scampi-23) 36 Lunches, 50 Dinners=\$1,165
5/30 – Saturday Dinner Special (Veal Parmesan-18) – 29 Lunches, 35 Dinners=\$841
5/31 – Sunday Dinner Special (Grilled Pork Chop-5) 19 Lunches, 16 Dinner - \$505
6/1 – Monday Dinner Special (Spaghetti-14) 14 Lunches, 33 Dinners=\$606
6/2 – Tuesday Dinner Special (Liver & Onions-39) 18 Lunches, 67 Dinners=\$1,039
6/3 – Wednesday Dinner Special (Pot Roast-26) 26 Lunches, 45 Dinners=\$924
6/4 – Thursday Dinner Special (Chicken & Ribs-14) 28 Lunches, 28 Dinners=\$804
6/5 – Friday Dinner Special (Crab Cake & Shrimp-31) 31 Lunches, 77 Dinners=\$1,555
6/6 – Saturday Dinner Special (Turkey Dinner-41) 31 Lunches, 49 Dinners = \$1,093
6/7 – Sunday Dinner Special (Cube Steak-2) 35 Lunches, 11 Dinners = \$542
6/8 – Monday Dinner Special (Chicken Parmesan-4) 13 Lunches, 9 Dinners = \$310
6/9 – Tuesday Dinner Special (Corned Beef & Cabbage-38) 31 Lunches, 54 Dinners = \$1,177
6/10 – Wednesday Dinner Special (Traditional Chicken Marsala-19) 22 Lunches, 43 Dinners = \$881

For the period through 5/21 thru 6/10 (21 business days) 84 pizzas were sold= 4/day

Dinner Specials for the month of June are:

Sunday 's – Served with your choice of a cup of soup, or dinner salad

- June 7 -Cubed Steak with bacon, mashed potatoes, gravy & vegetable \$13.99
- June 14- Seared Ahi Tuna with starch & veg. \$18.99
- June 21- Orange Glazed Ham with starch and veg \$13.99
- June 28- Pot Roast with mashed, gravy, & veg. \$14.99

Mondays 's – Served with your choice of a cup of soup, or dinner salad

- June 1- Spaghetti and homemade meatballs \$12.99
- June 8- Chicken Parmesan served over pasta \$14.99
- June 15-Pork Stuffed Peppers with Chef's choice vegetable \$12.99
- June 22- Meatloaf with mashed potato, gravy, & veg \$12.99
- June 29- Sweet Italian Sausage & Peppers over pasta \$12.99

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

- June 2- Liver & Onions with bacon, mashed potatoes, gravy & vegetable \$12.99
- June 9- Corned beef with cabbage served with boiled potato & carrots \$13.99
- June 16– Lobster mac and cheese with bread stick \$15.99
- June 23 – Baked turkey with stuffing, mashed potatoes, gravy & vegetable \$13.99
- June 30 – To Be Determined

Wednesday 's – Served with your choice of a cup of soup, or dinner salad

- June 3- Pot Roast with mashed, gravy, & veg. \$14.99
- June 10- Traditional Chicken Marsala with starch and veg \$14.99
- June 17- Meat Lasagna with bread stick 12.99
- June 24-1/3 Rack BBQ Ribs and Chicken with fries and slaw \$16.99

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

- June 4 – 1/3 rack BBQ Ribs and Chicken with fries and slaw \$16.99
- June 11 – To Be Determined
- June 18 – Country Fried Pork with mashed potato, gravy, & veg. \$13.99
- June 25 – Cubed Steak with bacon, mashed potatoes, gravy & vegetable \$13.99

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

- June 5 – Crab Cake and Grilled Shrimp with starch and veg \$18.99
- June 12– Bacon wrapped Sea Scallops with starch & veg. \$18.99
- June 19 –Shrimp Trio (Coconut fried, Grilled, and Scampi) with starch & veg \$18.99
- June 26 – Seafood Scampi \$16.99

Saturday 's – Served with your choice of a cup of soup, or dinner salad

- June 6- Baked Turkey with stuffing, mashed potatoes, gravy & vegetable \$13.99
- June 13- Bourbon glazed Salmon with starch & veg. \$16.99
- June 20- Liver & Onions with bacon, mashed potatoes, gravy & vegetable \$12.99
- June 27-- Corned beef with cabbage served with boiled potato & carrots \$13.99

Liaison Question

The writer compliments the fact we are allowing everyone that plays on the course to use their own cart during the COVID-19 crisis. The writer would like us to consider allowing Royal Highlands residents (non members) to continue with that policy after the virus is no longer an issue.

Answer:

We appreciate your comments about our flexibility during COVID-19. However, using your own cart is a privilege of being a member of the Monarch, and we plan to return to that commitment when this pandemic subsides.

Liaison Question

The Limited General Membership program is allowing a total of 124 total allotted rounds on a monthly basis, 12 rounds per month during the summer & 9 rounds per month during the winter. The writer is asking if we would consider it being 124 rounds/year rather than having it by the month.

Answer:

The Board discussed the need to be more flexible and open minded as time goes forward. Currently, this is not an option we are considering. (Please refer to the Membership section above.)

President - Dick Sjogren

The time period for using a loan from the Paycheck Protection Program has been extended from 8 weeks to 24 weeks. It also reduces the requirement that 75% of the money must be used for payroll down to 60%.

We have signed a contract with Jim Geer of RestorSurance Services to replace the roof for the restaurant for the price of \$24,900. We are on the schedule for 6 weeks out. In addition, his company is donating the tar, underlayment, and roofing material for the pump station.

Craig looked into the insurance policy we have, and this is the best deal we can get with the type of insurance we need.

Meeting adjourned at 10:20 a.m. The Board went into Closed Session.

Next Board Meeting will be held at 9:00 a.m. at the Crown & Shield on Friday, June 26.

Respectfully submitted,
Esther Patterson, Secretary