

BOARD OF DIRECTORS MEETING  
THE MONARCH AT ROYAL HIGHLANDS, INC.  
July 9, 2021

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 8:00 a.m. in Mtg Rm A at the Rec Center. Those present: Vince Laverghetta, Steve Ryan, Lisa Ritchey, Esther Patterson, Steve Bryan, Steve Snover, Bill Ortvals. Jim Oddo and Therese Buono were absent. Luis Colon, General Manager, Terry Stephenson, Course Superintendent, Lisa Ann Zummo F/B Manager, Crown & Shield, were also in attendance.

Vince Laverghetta called the meeting to order. The Minutes of the June 11, 2021, meeting were approved. The meeting previously scheduled for June 25, 2021, was cancelled.

**Superintendent's Report – Terry Stephenson**

- Z-turn clutch went out; have ordered another one and will be fixed today.
- Still looking for 1 or 2 more employees.
- Started spraying for weeds on tees, roughs, green surrounds.
- Verticut and double mowed greens; will top dress when it dries out.
- Sprayed for goosegrass on greens.
- Will DryJect greens again on July 26<sup>th</sup>; course will be closed that day.
- Will be fertilizing greens, tees, and fairways this month.
- FMC sending us free herbicide for sedges in fairways. Pre-emergent should have controlled it.
- Spot spraying for goosegrass in fairways, tees.
- Tree on #9 and tree near parking lot need to be cut down; both are dead from basal rot. Steve B advised that we could cut down the tree on #9 with no problem and will make sure the one near the parking lot can be dropped without any concern before doing it.
- Irrigation box on #16 was destroyed by lightning. Terry found refurbished items at a cost of \$1600. A new one is actually \$10K. In the future, expenses for the irrigation boxes will be under warranty that will cover about 75% of the cost.

**Vince Laverghetta made the motion, seconded by Esther Patterson, to replace the irrigation box on #16 destroyed by lightning in an amount not to exceed \$1600. Motion approved.**

**Food & Beverage Manager - Lisa Ann Zummo**

- July will be a busy month – Freshman Club on 7/10; Birthday Bash on 7/12, Mid-West Club on 7/18.
- Planning to switch Birthday Bash from Monday to Saturday starting in September; this will not ruin any business on Saturdays.
- Still waiting on new dishwasher to be delivered.

**Manager's Report – Luis Colon**

June's income statement will be completed by next week. A copy of the P&L and Balance Sheet was distributed and reviewed. The club performed above June budget expectations, about 9K over budget. F&B performance continues to improve and is credited to social groups gatherings and functions at the restaurant.

**Two Capital Expenses for approval:**

1. ForeUP Crown & Shield hardware and additional wireless. Our current IT company SBIT, will add a new access point to the corner of the building where limited wireless reception exist. In addition, we are purchasing 2 IPADs for restaurant waitress staff to use in efforts to place orders from the table(s). Total cost not to exceed \$1,500.00 including tax
2. ForeUP Pro Shop and Crown & Shield restaurant hardware. A test of the current thermal printers revealed that we do not have web or cloud enabled printers capable of working with the new platform. General Manager executed an immediate purchase of 4 thermal printers, 1 impact kitchen printer, 1 barcode label printer and needed supplies to run the new printers at a total amount of \$3,016.96. The needed hardware arrived and will be installed by Saturday, July 10.

**Vince Laverghetta made the motion, seconded by Lisa Ritchey, to purchase 2 IPADS for the restaurant, 4 thermal printers, 1 impact kitchen printer, 1 barcode label printer and supplies to support the ForeUP system in an amount not to exceed \$4500. Motion approved.**

**Additional items:**

Members (volunteers) working on the golf course: Please coordinate with Steve Bryan and Steve will coordinate with Terry for maintenance staff support.

**Old business:**

Additional golf cart fleet proposals: Submitted a request to Yamaha. On July 8, 2021, the local Yamaha representative provided his assessment (partial quote) and suggestions on the way to proceed.

**Vice President – Lisa Ritchey (nothing to report)**

**Membership – Bill Ortvals**

Bill worked out a schedule with Luis for him to hold free golf clinics for women who want to play golf but need some basic instruction (proper grip of the club, solid golf stance, and the perfect golf shot). The clinics will be held from 3:00 – 4:00 pm on Tuesdays on 8/17, 8/24, 9/7, 9/14. Each clinic will have a maximum of 12 students.

Status Change: Terry & Sherry Maciolek from Seasonal Family to Limited General Family – eff 7/1/21  
Tom Lawrenson & Ann Carter from Equity General Family to Equity Limited Family – eff 7/1/21  
Tom Wasil from General Equity to Limited Equity – eff 7/1/21

Resignations: Suzy Pita Limited General Single – eff 7/1/21

Medical (14): Bev Race  
Harry Taylor  
Tom Campbell  
Tom Christie  
Ann Carter  
Martha Wolff  
Cleveland White

Bob Collins  
 Barb Bradford  
 Mike Boiler  
 Adam Talarek  
 Bill Holada  
 Kathy Sjogren – eff 6/1/21  
 Steve Snover – eff 7/1/21

Off Medical: Bob Gravatt – eff 6/1/21  
 Tom Lawrenson – eff 7/1/21

**Treasurer’s Report – Steve Ryan**

Steve presented a report from Luis showing cash collected for 4th of July tournament and disbursement. The gifts and gift cards are a big hit.

Treasurer's Report				9-Jul-21
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	<u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	63,788.75
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.05%	11,887.02
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	0.65%	220,973.19
Non Operating Investment Account	Cash	Raymond James	0.00%	-
Non Operating Investment Account	Institutional MM	Raymond James	0.03%	148,552.11
Cash Balance as of 07/09/2021				446,601.07
Change from 06/25/2021 Report				3,068.42
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	819,374.52
Personal Note	Monthly on 1st...\$2191.00		6.00%	126,054.19
Accounts Payable(Including lease payments)				11,722.54
BB&T Credit Card				1,093.81
Cash Balance 07/09/2021				446,601.07
Cash Balance 07/10/2020				450,654.71
Difference				(4,053.64)

**Secretary – Esther Patterson (nothing to report)**

**Golf – Jim Oddo (absent)**

## **Building and Grounds Report – Steve Bryan**

Cart Paths: We will be operating the concrete planer to shave off the needed cart path areas starting the week of July 19<sup>th</sup>. An eblast will be sent out to members to let them know we are going to be working on cart paths and that the machine will be noisy and create a lot of dust.

Painting Project: We plan to amend the painting project proposal and just concentrate on the lobby for now. Removal and inventory of all the items hanging on the wall will take place July 24<sup>th</sup> and 25<sup>th</sup>. Painting will commence on July 26<sup>th</sup> (the Monarch facilities are closed all day). Lisa Ritchey volunteered to be the overall coordinator of the project.

Patio Project: Sail shades will be purchased to provide 75-80% coverage of entire patio area. We currently have 3 metal outdoor tables with 12 chairs that will fit easily under the shaded area (the white plastic tables and brown indoor chairs will be removed). We can purchase 2 or 3 wood or resin picnic tables that seat 6 each to provide additional seating without the need for more chairs. This will provide total seating for 24-30 people on the patio, with most of it in the shaded area. With the use of sail shades, it is unlikely that misters would be needed (they are currently inoperable), and they may cause water to condense under the shade and drip down on tables. Donations: We have members committing to donations to fund the improvements for the patio area.

Steve asked Luis to consider using the PA system when large groups are assembled after golf tournaments. Luis will research the problem with the current system not working properly.

Luis was asked to look into the kitchen equipment being stored in the cart barn to determine what is non usable and can be thrown out

## **Communications – Therese Buono (absent)**

Meeting adjourned at 9:30 a.m. The Board meeting scheduled for July 23 is cancelled. The next Board Meeting will be held on August 13 at 8:00 a.m. in Mtg Rm A at the Rec Center.

Respectfully submitted,  
Esther Patterson, Secretary