

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

A meeting of the Board of Directors for The Monarch at Royal Highlands, Inc. was held at 8:30 a.m. in the Great Hall Meeting Room. 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 and welcomed the new members. The Minutes of the December 13 and December 16 meetings were approved.

Superintendent's Report – Terry Stephenson

- No equipment down.
- Spraying roughs/green surrounds and tee surrounds for poa annua control.
- Finishing cleanup of beds.
- Cleaning up areas along hazards of #3, #5, #7, #8.
- Ordered 200 more bales of pine straw; will put out on Monday to finish the rest of beds.
- Irrigation Pump: Met with several different companies about our bad irrigation pump (by hole #3). The estimate to fix the one we have is \$34-\$36K (and we have already spent \$10K on repairs). The estimate to replace the entire pump station is between \$80-\$90K with a 5 yr guarantee and available financing for 7 years. The other pump (also dates back to 1997) we are using will go bad soon. Florida Irrigation and Rain Bird Irrigation will give us a quote for a new pump and a quote for repair and replacement of the existing pump by January 21st for Terry to present at the next Board Meeting. He will also find out how long the pump will be down during the repair/replacement process (possibly 4 days?). Steve Ryan will talk to BB&T about looking into an equity line of credit.
- It was mentioned to Terry that if we were a member of National Golf Course Owners Association (a source of information and education for the industry's golf course owners and operators), we could get a percentage (1½%) off the pump station. Craig will look into the requirements.
- Fountain Pump: Looking at replacing the existing 480 power with 110 power at the pump station. It would cost \$2K for the transformers to bring it down to 110 power. Terry will check again to make sure 110 power is not already there.

Manager's Report – Craig Misch

- Golf...member dues were down from last year (\$1166) but well ahead of our budget (\$3046).
- Green fee/cart fees are well ahead of last year's numbers (\$4238), but behind a very aggressive budget number (\$3757). If the weather would have held up at the end of the month, we would have been very close to making that budget number.

- Pro Shop sales were down slightly (\$849) to budget and almost the exact same as last year (up \$33).
- Expenses in the golf department were under budget (\$234) and much less than last year (\$2267).
- Food and Beverage...We had a nice month here. Sales were up (\$2223) over budget and (\$3454) ahead of last year
- Expenses in food and beverage were (\$897) under budget but (\$2367) more than last year. Payroll is the biggest factor in the difference from last year, but still a very good month.
- Maintenance...Over budget (\$694) but all of that can be attributed to the money we spent on the pine straw that was not a budgeted item. Another good month of Terry controlling his expenses.

Overall as a business we had a fantastic month and we made money! I expect this trend to continue for the next 3 months.

Secretary – Esther Patterson

All Green Books have been updated and are ready to be picked up in the office.

Buildings and Grounds – Bob Keating Committee: Diane Christie and Linda Carey

Keith Patterson and Bob Keating cleaned up the tree and bush around #11 tee box and trimmed the firecracker bushes on #9. John Buono cut and trimmed trees on #14 and #7 and the stumps left will be trimmed up by James and added to pine straw.

Vince volunteered to finish painting the tee markers.

Golf – Steve Bryan

Committee: Lisa Ritchey, Craig Misch, Linda Carey, John Buono, Jim Oddo, Jackie Klein, Ernie Weicht

The 2020 Golf Calendar has been updated with Revision 1 changes.

GHIN Update: The Golf Committee will receive training from Craig next week on GHIN so we can assume our role as the new Handicap Committee and audit score cards. The World Handicap System is partially functional. Hole by Hole scores cannot be entered into GHIN yet so no player statistics are available but should be functioning by next week. The gross scores can be entered but handicaps still show full player handicap vs. course handicaps.

Member/Member Tournament will be held February 12 & 13. It is the same dates as Leland Games, but we are not going to change our dates as Craig already has the course reserved for this event and there are no available alternate dates. Steve will update instructions and signup information and send to Ann for E-Blast next week.

Mixed Team Chicago will be on February 19. We will be inviting both MMGA and MWGA members to play in a joint event with mixed foursomes. Invites will be emailed to all golfers and pairings will be random.

Night Golf will be on February 22. Craig will order needed supplies for the event and provide a receipt; we will reimburse from the Mulligan Money. We will provide information for signups before the end of January.

Member/Guest Tournament will be co-chaired by Steve Bryan and Lisa Ritchey; will meet with Craig in the coming days to learn our roles.

Steve asked about the web site and who owns the updates and web design because he wants to add links to MMGA/MWGA information. The consensus is the web site could use some changes and that most people don't use or know about it. Craig said the web site belongs to Golf Now and he will have them make a presentation to the committee.

Steve would like to add a narrated drone flyover video to the website. Nicky Martz's son does drone videos for her realty company, and she mentioned that he could do the course flyover as well. Craig said we already have a video on the web site and maybe it needs updated with narration.

Steve asked if we could change the Limited General membership to 10 rounds from 9. This would fit the number of rounds some of the non-member groups are playing now and they would likely join. After much discussion and ideas, the following was decided.

Bill Ortvals made the motion, seconded by Bob Keating, that Limited General members and Limited General Plus members be allowed to carryover 1/3 of their allotted rounds of golf to be used the following month if they are gone for an entire calendar month. If carryover is not used the following month, it is forfeited. Motion approved.

There was some discussion about the Social Program, ie, the number of members, the benefits and the value add to the club. A motion to eliminate the social program going forward was tabled so that the Board can review this in further detail and consider the pros and cons before deciding on this program.

The question was asked if non-equity members can attend the annual meeting so they can hear the information about the club. The Board informed Steve that the minutes of the Annual Meeting are available on the web site for all members to see, and all members are invited to the Informational Meeting in April to hear about the club.

Finance and Audit – Therese Buono

Therese has reviewed all the materials except for the box of items Steve Ryan brought to her today. She requested each Board member to put something in writing of our job responsibilities which would be helpful going forward, especially for the new Board members who are taking over committee positions.

She will work with Linda Gietz to get her job description to finalize the Employee Handbook. She should have something by the end of the month.

Treasurer’s Report – Steve Ryan

Treasurer's Report				
<u>Account</u>	<u>Account Type</u>	<u>Bank</u>	<u>APY</u>	01/10/20 <u>Balance</u>
Cash - Operating	Checking	BB&T	0.00%	88,611.61
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.25%	11,743.54
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	2.40%	35,050.22
Non Operating Investment Account	Cash	Raymond James	0.25%	1.56
Non Operating Investment Account	Institutional MM	Raymond James	2.01%	23,085.66
Non Operating Investment Account	Bonds	Raymond James	3.99%	10,000.00
Non Operating Investment Account	CD	Raymond James		-
Cash Balance as of 1/10/20				169,892.59
Change from 12/13/2019 Report				(998.52)
BB&T Loan			4.80%	937,687.33
Accounts Payable				62,514.85
BB&T Credit Card				674.27
Cash Balance 01/10/20				169,892.59
Cash Balance 01/11/19				158,179.18
Difference				11,713.41

Membership – Bill Ortvals

Committee: Chuck Gietz, Jim Oddo, Lisa & Gary Ritchey, Michele Penski

New: Rick Nelson (prior member) Limited General Single – 1/1/20
 Jerry Berryhill Limited General Single – 12/23/2019
 Ralph Stone Rental Single - 1/1/2020 thru 4/30/20
 Don Hubmer Rental Single - 1/1/2020 thru 4/30/20
 Bob and Sharon Menendez Rental Family - 1/1/20 thru 4/30/20
 Lilliard (Bonus) and Regina Johnson (transferred) Seasonal Equity Family – 1/1/20

Medical (17): Bev Race
 Harry Taylor
 Tom Campbell

Richard Taylor
Frank Vignone
Tom Christie
Len Vieira
Wayne Sargent
Barb Gressley
Ann Carter
Carol Smith
Tom Lawrenson
Jack West
Adam & Sandi Talarek
Jeff Kotlyn
Judy Keating

Resigned: Brian and Barbara Gilboy - 1/1/20
Gay Whitlock - 1/1/20 (Len Whitlock remains Limited Equity Single)
Bob and Karen Tilton - 1/1/20
Nancy Oberts - 1/1/20
Ken Gressley - 1/1/20 (Barb Gressley remains on Medical Leave)

Off Medical: Chuck Ciancolo - 12/31/19
Phil Keetle - 12/31/19
Ralph Beighley – 12/31/19

Bill presented the Board with the first draft of a brochure to promote the Monarch Golf Club. The Board liked the idea and the layout and agreed for Bill to proceed. Bill asked for Board members to each provide him with a couple of bullet points on what would attract buyers to our community as it relates to golf to include in the final draft for the next Board meeting. He talked to realtors Tonya Tibbetts, Brenda Flagg and Nicky Martz who have agreed to include the brochure in their handouts to prospective home buyers. The Board reaffirmed that a free round of golf is provided with the Membership Chair for any new prospects looking to buy into Royal Highlands. The cost for 500 brochures is \$187.

Bill joined the Freshmen Club (Tonya Tibbetts group) and will be attending the next monthly meeting on Jan 21 to meet new buyers. He is also looking at promoting the Golf Club to the Garden Club members and possibly at Bingo to attract new golf memberships. He mentioned it would be good if we could advertise a “Stay and Play” program for interested home buyers (if we could find homes available in the community). There are several Precinct openings in Royal Highlands, and if we could get more golfers on the committee, it would help in our awareness efforts.

Bill will update all the current Club golf memberships and get them to Ann for the website and to Esther so that copies can be made for each Green Book.

Vice President – Vince Laverghetta

Committee: Dick Therrien, Steve Ryan, Dick Sjogren, Mike Kowalski

Vince is revising the Long Range Plan; the first year should be the current budget and then build on that. When complete and approved by the Board, a copy will go into each Green Book.

Vince mentioned that various Royal Highlands precincts have indicated they would like to see the restaurant open more often. Dick and Linda presented the Board with an example between having the restaurant open on Wednesday vs on Monday and the difference is an average increase in food and beverage of \$258, which is not enough money to justify opening the restaurant an additional day. Also, additional payroll would be needed for the cooks and a server. As for additional utilities, this should not be much. The only reason to be open on Monday would be as an added amenity, but we would not make any money. The Board agreed to continue with the schedule as we have been doing, but talked about expanding our restaurant to accommodate more special events in the evening and possibly add an "Entertainment Night" periodically. We also talked about adding a sign to the golf carts announcing the Hot Dog special on Mondays, and Craig will handle.

Craig is going to take down the pictures covering the buffers on the side walls of the restaurant to cut down on the noise and add convenience to the restaurant guests.

Communication – Ann Carter

The numbers from the Crown & Shield from December 11 thru January 8th are as follows:

12/12– Thursday Dinner Special (Lasagna-16) 38 in attendance, \$562, Bar \$381 = \$943
12/13- Friday Dinner Special (Bacon Wrapped Scallops-15) – 56 in attendance- \$929, Bar \$310 = \$1,239
12/17 -Tuesday Dinner Special (Taste of Italy) -46 in attendance-\$857 Bar \$356=\$1,213
12/19 – Thursday Dinner Special (Pork Loin10)-34 in attendance-\$586, Bar \$435 = \$1,021
12/20 – Friday Dinner Special (Tenderloin & Crab-22)-68 in attendance-\$1,069, Bar \$467 - \$1,536
12/21 – Top of the Hill Birthday Bash – 61 in attendance-\$943, Bar \$391=\$1,334
12/24-Christmas Eve – Closed
12/26 - Thursday Dinner special (Chicken Parm-8) 20 in attendance, \$298, Bar \$364 = \$662
12/27–Friday Dinner Special (Seafood Scampi-19) –55 in attendance- \$892, Bar \$348 = \$1,240
12/31 – New Year’s Eve-128 in attendance - \$3,863, Bar \$935 = \$4,798
'1/2 – Thursday Dinner Special (Meatloaf-14) – 45 in attendance - \$526 Bar \$430 = \$957
'1/4 – Friday Dinner Special (Salmon-9) – 40 in attendance - \$665, \$252 = \$917
'1/7 – Tuesday Dinner Special (Liver & Onions-45) – 91 in attendance \$1,272, Bar \$487 = \$1,759

For the period through 12/11 thru 1/7 (20 business days) 138 pizzas were sold=6.9/day

Dinner Specials for the month of January are:

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

January 7 - Liver & Onions with bacon, mashed potatoes, gravy & vegetable \$12.99

January 14 – Dinner Buffet \$14.99

January 21 – Taste of Italy \$15.99

January 28 – Jerk Chicken with white rice and vegetable \$13.99

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

January 2 –Meatloaf with gravy, mashed potato & vegetable \$12.99

January 9 – BBQ Chicken and Rib Combo with French fries & coleslaw \$16.99

January 16 – Meat Lasagna with garlic stick \$12.99

January 23 – Salisbury Steak with onion/mushroom gravy, mashed potato and veg \$12.99

January 30 – BBQ Pulled Pork with French fries & Coleslaw \$12.99

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

January 3 – Almond coated Salmon with mint lemon sauce. Starch & vegetable \$16.99

January 10 – Seared Sea Scallops served with rice & vegetable \$18.99

January 17 –Seafood Combo plate (Crab cake, 3 grilled shrimp 2 Sea Scallops) starch and veg \$17.99

January 24 – Sliced Tenderloin & Grilled Shrimp served with starch and vegetable \$17.99

January 31 – Seafood Scampi served over pasta \$15.99

January 18 – Birthday Bash

January 29 – Italian Card Bingo

January 30 – MWGA Scramble Luncheon

Ann asked for a volunteer to proofread the monthly newsletter, Around the Club. Dick Sjogren willingly volunteered.

Dick Sjogren – President

The next Board Meeting will be held at 8:30 a.m. at the Great Hall Meeting Room on Friday, January 24. The meeting adjourned at 11:20 a.m. The Board went into Closed Session.

Respectfully submitted,
Esther Patterson, Secretary