

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
January 12, 2024

A meeting of the Board of Directors of the Monarch at Royal Highlands, Inc. was held at 8:00 a.m. in Mtg Rm A at the Rec Ctr. Those present: Vince Laverghetta, Esther Patterson, Steve Ryan, Wendell McDannel, Bonnie Rex, Rick Mason, Terry Pollard, Bill Ortvals and Dean Woodle. Craig Shelton, Course Superintendent, Dawn Catando, Restaurant Manager, and Luis Colon, General Manager, were also in attendance.

Vince Laverghetta called the meeting to order. The Minutes of the December 22, 2023, meeting were approved. The Board welcomed Dean Woodle and congratulated him for his runoff election win.

The next order of business was to elect officers for 2024 and make committee assignments.

President: Esther Patterson nominated Vince Laverghetta to be elected President, seconded by Steve Ryan. Vince accepted the nomination; all were in favor.

Vice President: Vince Laverghetta nominated Steve Ryan to be elected Vice President, seconded by Rick Mason. Steve accepted the nomination; all were in favor.

Secretary: Vince Laverghetta nominated Esther Patterson to be elected Secretary, seconded by Terry Pollard. Esther accepted the nomination; all were in favor.

Treasurer: Vince Laverghetta nominated Bonnie Rex to be elected Treasurer, seconded by Terry Pollard. Bonnie accepted the nomination; all were in favor.

The following accepted their appointment as Committee Chair:

Golf – Rick Mason

Membership - Bill Ortvals

Building & Grounds - Wendell McDannel

Communications – Dean Woodle

Member at Large – Terry Pollard (the duties and responsibilities are not fixed but instead vary according to the needs of the association and as directed by the officers of the board)

Course Superintendent – Craig Shelton

Maintenance highlights:

- Currently trimming ornamental grass beds. We are using cuttings as mulch for weed control. Also removing dead plants. We eliminated the bed left front of 7 green.
- Fertilized entire course.
- Spiked greens
- Mowed out entire course. Interior and outlying areas.
- Reseeded gold and green tee on 12, silver tee on 13, green tee on 6, and touched up weak areas in 1 and 9 fairways.

Staffing issues:

- Need one additional staff member.

Equipment issues:

- 4500 rough mower needs a lot of work before we are back into the growing season.
These are going to be expensive repairs. We have been putting band aids on this machine for the past several months to keep it in operation, but it needs new deck and frame parts. I have instructed Bill to price out repairs so we can evaluate our options.
- The newest sand pro has been out of operation but has now been repaired under warranty and is back up and running.

Special note:

In case anyone has been wondering, I have been letting the do not cross lines and drop zone lines fade out. Several of these need to be relocated due to traffic wear on fairways and excessive divots in drop zones. We will be remarking next week. Thanks for your patience and understanding.

Food and Beverage Manager – Dawn Catando**January Events**

01/10 Dr. Dance (34 in attendance) (**Low attendance**)

01/13 Freshman Club (50 in attendance)

01/20 Birthday Bash

Currently Working On:

Kitchen: New Menus

Dining Room (FOH):

- Training Service Staff: Steps of Service
- Hiring Staff
- Advertising

Notes:

- We have quite a few golf groups and club groups coming in for lunch, in smaller groups. I am currently working with a few group club leaders within the community and outside of the community for events coming up in the next few months. We have had very low attendance for the last two entertainment events.
- Toby and I are currently working on new menus. Trying to bring in some healthier and dietary restricted options that work with both menus in the kitchen.
- The feedback on our health inspection, our holiday and group events, and the restructuring of the front of the house service has definitely brought a LOT of positive comments to our attention. With that being said, we have been working on training and making sure that we are accommodating as much as we can with the golfers and events, as well as the timing, as we transition through service for both.
- The restaurant management team and staff have been making sure the golfers are offered Bar service as much as we are able to, up until the last possible minutes of events starting, at most event services. However, we are still receiving some negative push back from some. We have continued service in the patio area for those wanting to utilize the bar services while the events are beginning inside the restaurant. Please work with management and have patience as we work towards a better service environment for all
- We are beginning to see business increase, so we are looking to hire additional staffing to accommodate the increase.

General Manager's Report – Luis Colon

1. Membership statistics (forwarded via email previously) A quick introduction to all new members to assist in understanding our membership.
2. FY24 BUDGET for BOD members review (Attached PDF version). Discussion of main changes and adjustments to help BOD members with their review.
3. Accounting firm update October 2023 P&L and BS received. Under review by GM and Accountant for corrections. I expect final version by next week and Income Statement will follow
4. Golf cart fleet update – We are still on line for first week in February delivery – Will know more (date/time) next week

Secretary – Esther Patterson

All updated Green Books were handed out to Board members.

Membership – Bill Ortvals

New:

Stone, Ralph & Annie – Renters Family - eff 1.1.24-4.30.24

Tramontana, Charles – Limited General Single - eff 1.1.24

Curtis, Dale – General Single - eff 1.1.24

Status Changes:

Crawford, Chris – from Limited General Single Plus to Equity single - eff 1.1.24

Page, Richard & Dolly – from General Family to Limited General Family – eff 1.1.24

McKemie, Marine – from General Family to General Single - eff 1.1.24

Resignations:

Hudi, Betty – from Limited Equity Single - eff 1.1.24

Krzyzanowski, Conrad – from Limited Equity Single - eff 1.1.24

Cowan, Dana –from Social Program - eff 1.1.24

Woodward, Bill – from Social Program - eff 1.1.24

Building and Grounds Report – Wendell McDannel

- Considering using the slicer machine we will be renting in the spring to grind down some of the stumps on the course.
- Looking into the additional flower gardens being developed to review the maintenance needs and locations.

Golf – Rick Mason

- Working to finalize the volunteers for the Member Guest Committee, as well as volunteers for the Golf Committee.
- Finalizing the meal menu for the remainder of the year's tournaments.
- Next golf event: Member-Member Tournament on February 7 and 8 with lunch to follow. Signup sheet is in the lobby.

Treasurer's Report – per Steve Ryan

Treasurer's Report				12-Jan-24
Account	Account Type	Bank	APY	Balance
Cash - Operating	Checking	Truist	0.00%	\$ 96,127.32
Petty Cash	Currency	Office Safe	0.00%	\$ 1,400.00
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	5.50%	\$ 607,512.13
Non Operating Investment Account	Institutional MM	Raymond James	5.16%	\$ 17,060.63
Cash Balance as of 01/12/24				\$ 722,100.08
Change from 12/22/2023				\$ 354,305.71
BB&T Loan	Monthly on 28th		\$ 10,101.43 4.80%	\$ 602,275.52
Personal Note	Monthly on 1st		\$ 2,191.00 6.00%	\$ 73,851.73
Accounts Payable				n/a
Truist Credit Card				\$ 740.59
Cash Balance 01/12/24				\$ 722,100.08
Cash Balance 12/09/2022				\$ 324,428.46
Difference				\$ 397,671.62

Member at Large – Terry Pollard

Will assist Rick Mason with the Member Guest tournament.

Communications – Dean Woodle

Will review the process to be in a position to start with this task this month.

President - Vince Laverghetta

All payments for membership dues will be made with cash or check only (no debit or credit cards).

Special Events are extremely important to the restaurant from a revenue standpoint. In order to properly serve our guests, it is necessary to close the bar to members and the public to concentrate on the private party. There are two factors in this decision, availability of staff and the noise disruption from the bar area. We will continue to communicate the closure of the bar area on a timely basis and will publish a specific policy to members and the public to avoid unnecessary negative feedback. The staff will continue to serve members and public guests with the use of the outside patio area until the private event begins.

Finance Advisory Committee – Bonnie Rex will chair the committee which will consist of members in good standing with experience in finance, banking and accounting. Several prospective members have been approached to participate in this important work who possess significant experience. The charter for the committee will be reviewed by the prospective members and approved at our next board meeting. It was agreed by the Board the committee's highest priority will be addressing the long term financing of the club.

Equity Guest Passes - In the last Board meeting, the Board agreed to allow eight (8) equity guest passes to be used anytime during the year. These guest passes are intended to be used in an effort to promote the club and are an added incentive to equity membership. Please use these guest passes for your out of town guests or visitors who might be interested in joining our club, or for those potential members that are interested in our club, or as a gesture of goodwill to friends and/or visitors. Remember that the equity member must accompany the guest pass visitor.

Meeting adjourned at 10:00 a.m. The next Board Meeting is scheduled for January 26, 2024 at 8:00 a.m. in Mtg Rm A at the Rec Ctr.

Respectfully submitted,
Esther Patterson, Secretary