

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
January 13, 2023

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, Steve Ryan, Jim Oddo, Esther Patterson, Bill Ortvals, Terry Pollard and Doug Simpson. Lisa Ritchey and Wendell McDannel were absent. Terry Stephenson, Course Superintendent, Luis Colon, General Manager, and Lisa Ann Breed, F/B Manager, Crown & Shield, were also in attendance.

Vince Laverghetta called the meeting to order. The Minutes of the December 23, 2022, meeting were approved.

Superintendent's Report – Terry Stephenson

- One greens mower down. Wesco is coming to fix it.
- Start edging cart paths this week.
- Need a decision on purchasing pine straw for the beds. Total cost is \$2800. Awaiting word from MMGA on their participation with this cost. Jim Oddo to follow-up.
- Spiking and top dressing greens every other week (weather dependent).
- Spraying liquid fertilizer on tees, fairways and greens.
- Putting out dirt along edges of new cart paths and potholes by entrance and exit to cart paths – this is the wrong time of the year to put out sod.
- Mowing along edges of fairways and tees for winter grass.
- Bottom of cooler houses (inside) are wearing out and need to be redone or fixed (and lowered a bit if possible as they are hard to open from the top). They also need to be sprayed and painted. Wendell McDannel to follow-up.
- Pump house trim needs to be repainted.
- Need to look into removing the tree to the right of #17 green near the cart path at some time in the near future.

General Manager's Report – Luis Colon

- December Income Statement, P&L and BS – Overall good performance.
- New Golf Cart Fleet price changes – New contract monthly lease cost increased from \$4,508.00 to \$5,474.00. Old carts fleet monthly rate is \$2,700.00. We are now looking at an extra \$2,774.00 cost added per month. A significant cost added to the operation starting September 2023. A five year lease contract will cost the club \$328,440.00 and that does not include the yearly property tax we pay on the lease. The quote to purchase the golf carts is \$361,100.00. We are considering a purchase.
 - Will schedule a meeting for next week with Executive Committee to discuss course of action.
- F&B equipment - 2 new equipment pieces purchased due to equipment not working. Beer mug cooler broke this week. Looking for a new one. The allocated equipment repair/replacement budget will be depleted after this purchase. Any other equipment repairs or purchases will be an unfunded requirement or capital purchase; thus, not supported by the budget.

- Maintenance superintendent position transition – Terry and Craig will start a transition for 12 months. Terry will take more time off eventually. We want to thank him for staying with the club and continuing to work on the golf course maintenance needs.
- Golf season pace of play and respect email send to all members. Any further members disrespecting the staff or using profanity when addressing an employee will be referred to The Monarch Golf Club Board of Directors to handle.
- Golf course white fairway markers (150 yards). Removed to save labor and fuel cost. Fairways are mowed twice per week. On average we are looking at saving 2-4K plus per year by removing the markers.
- Driving Range (DR) conditions. No turf. Golf mats. Discussion...FY22 DR revenue - \$18,756.00. FY22 DR operating expenses \$3,854.00 – NET income \$14,902.00 Need to put more money into the range to sustain the source of revenue.

Food & Beverage Manager - Lisa Ann Breed

- Hired a sous chef.
- Comment cards for the restaurant are in place and on the podium.
- For next month, looking at a new breakfast menu and changing the breakfast hours on Sunday. The restaurant will still be open 7:30 AM to 2:00 pm - and breakfast will be served until 11:00 AM and lunch will be from 11:00 AM to 2:00 PM.
- We are working on changes to the lunch and dinner menus.
- All restaurant eblasts are now being sent out by Lisa.
- In an effort to bring more revenue into the restaurant, Tom and Tonya Tibbetts will be performing from 5:00 PM to 6:30 PM on the last Wednesday of each month.

Vice President – Lisa Ritchey (Absent)

Secretary – Esther Patterson

- Green Books have been updated and distributed to those members at the meeting.

Membership – Bill Ortvals

Bill addressed the poor condition of the driving range, and that something needs to be done to fix the situation. It was decided that a task force consisting of Doug Simpson, Wendell McDannel, Terry Pollard and Terry Stephenson will review the driving range and produce alternatives and costs for the board to review.

- **Status Changes:**
Rick and Marsha Mason to Family Equity - eff 1/1/23 (paid \$1500 initiation fee)
Ruth Iredale to Single Equity - eff 2/1/23 (paid \$1500 initiation fee)
Rick Nelson to Single Limited Equity - eff 2/1/23 (paid \$1500 initiation fee)
- **Adds:**
Brian Heaslip to Single Rental - eff 1/1/23
- **Drops:**
Steve Pierce cancelled Single Social Program - eff 1/1/23
Denny and Mary Carlen resigned Family Seasonal Equity – eff 2/1/23

Treasurer's Report – Steve Ryan

Treasurer's Report				
				13-Jan-23
Account	Account Type	Bank	APY	Balance
Cash - Operating	Checking	Truist	0.00%	51,681.74
Petty Cash	Currency	Office Safe	0.00%	1,400.00
Capital Reserve	Checking	BB&T	0.05%	87.92
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	3.80%	200,914.65
Non Operating Investment Account	Institutional MM	Raymond James	2.31%	64,217.21
Cash Balance as of 01/13/223				318,301.52
Change from 12/23/2022 Report				40,437.11
BB&T Loan	Monthly On 28th...\$10,101.43		4.80%	\$692,245.04
Personal Note	Monthly on 1st...\$2191.00		6.00%	96,731.39
Accounts Payable				70,321.36
BB&T Credit Card				2,096.54
Cash Balance 01/13/2023				318,301.52
Cash Balance 01/14/2022				428,252.04
Difference				(109,950.52)

Building and Grounds Report – Wendell McDannel (Absent)**Communications – Lisa Ritchey (Absent)****Marketing - Doug Simpson (Nothing to report)****Member at Large – Terry Pollard (Nothing to report)****Golf – Jim Oddo**

- Agenda for next Golf Committee meeting (Tuesday February 14th, 2023)
 - Member/Guest
 - Mixed Team Chicago
 - Club Championship
 - Golf Calendar
 - Handicap Reviews
- Golf Calendar (upcoming tournaments)
 - Member/Member Tournament is Feb 8th & 9th. 1:00 PM shotgun on Feb 8th, and 8:00 AM on Feb 9th.
 - Mixed Team Chicago Tournament is Wednesday February 15th. 8:00 AM shotgun
 - Club Championship Tournament is March 8th, 9th and 11th.
- Handicap Issues Discussion
 - Players who have experienced medical issues have requested a Handicap adjustment. There was a discussion and solution provided for the players affected.

- Handicap Reviews
 - It is requested that all players who record scores that the penmanship be clear, player names (not initials) be listed on the card, scores added properly, and the scorecard signed and attested.
 - Players are requested to record their score to their GHIN account immediately following the round. Very worst case scenario would be within 24 hours.
- Member/Guest Tournament
 - Member Guest Committee met for our initial meeting on Wednesday January 9th.
 - Member Guest Committee members are as follows: Luis Colon co-chair, Jim Oddo co-chair, Doug Simpson co-chair, Sandi Bryan Secretary and Business Sponsors, Carolyn Case Volunteers, Michele Penski On-Course advertising, Dave Kozlowski Marketing, Jack Scappaticci Treasurer, Lisa Breed Food and Beverage
 - Member Eblast, Registration Entry Form, Registration Protocol, Revenue & Expenses, Business Sponsorship, were the items discussed and decided.
- Member/Guest Committee Meeting Schedule
 - The next scheduled meeting for the Committee is Wednesday January 25th.
 - The Committee will be meeting on Wednesday's every couple of weeks leading up to the event. If you have any questions or suggestions, please see a Committee Member prior to our next scheduled meeting, so your input can be considered.
- Discussed General Manager's email to membership regarding respect.

President – Vince Laverghetta

Board is very concerned about the rise in expenses, and we are going to be attacking every single line item seeking to save money.

The removal of the 150 yard posts in the fairway was discussed at length. Vince will send an email to the membership addressing the removal of these yard posts and the explanation.

We continue to look for an accounting firm to do our annual review of the books. The board discussed the idea of forming an internal audit committee of equity members to perform the review. Steve Ryan will approach several members (with accounting background) to see if there is any interest among them to form an audit committee.

Meeting adjourned at 9:45 a.m. The next Board Meeting will be held on January 27, 2023 at 8:00 a.m. in Mtg Rm A at the Rec Ctr.

Respectfully submitted,
Esther Patterson, Secretary