

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
November 12, 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 B at the Rec Center. Those present: Vince Laverghetta, Esther Patterson, Steve Bryan, Bill Ortals, Jim Oddo, Lisa Ritchey, Therese Buono. Steve Ryan and Steve Snover 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 October 8, 2021, meeting were approved.

Superintendent's Report – Terry Stephenson

- All equipment is good and up and running.
- First-cut fairways yesterday.
- First-cut greens today.
- Tees, collars & approaches reseed areas - maybe Monday.
- Trimming beds - will order pine straw when 75% finished.
 - We need a total of 720 bales of pine straw. The additional 120 bales will be paid for from the MMGA Mulligan fund. Pine straw puts nutrients back into the soil, it is a more natural way to help the beds and cuts down on weeds. However, we will look at rubber mulch and river rock (which lasts longer) for the future to see if this is a more cost-effective choice.
- We will be taking out the foxhatchie grass in front of #13 green (in line of play).

Food & Beverage Manager - Lisa Ann Zummo

- The new golf groups that Luis has been booking have been coming into the restaurant.
- The group Finesse (a duo that frequents the restaurant) will be playing dinner music this Wednesday from 5 pm – 7 pm (free of charge) to help increase business.
- Walk-in refrigerator motor replacement – having difficulty finding companies able to do the work, awaiting a quote.
- Kitchen dishwasher – Ecolab not responding to multiple calls/requests.
- Clubhouse AC duct replacement/repairs – still awaiting quote and/or estimates.
- Actively reviewing and hiring candidates to fill the 2 open vacancies.
- Server staff will start using the hand-held iPad in the near future for taking orders.
- Will ensure restaurant is ready at 4:00 pm for diners arriving for their early dinner reservations.

General Manager's Report – Luis Colon

We received a citation from the Waste company (which got forwarded to the City of Leesburg) regarding the sewer tank near the waste area because concrete is going down and rebars are exposed. Luis contacted the waste company and asked them for pictures of the structural damage. We are awaiting a response before taking action to get it fixed as soon as possible. Vince mentioned that the HOA had numerous problems with the storm drains, and they have a relationship with those contractors. Luis contacted the CAM and got the names of who the HOA used in the past.

Luis presented the preliminary Summary Revenue report for October. We are ahead of target for October. In November, we lost 3 days of revenue due to overseeding and rain. We are not getting any negative feedback about the new higher public golf rates, and we are in line with our competition.

The Highlander Junior Golf Tour will be making their debut junior golf competition visit to The Monarch on Saturday, November 20, 2021. This organization provides opportunities for Florida's junior golfers to learn and improve their game through playing regular ranked and affordable competitive golf at great venues close to home. This will be a one day 18 Hole Stroke-Play Competition. Tee times start at 12:00 Noon and will not interfere with any member playing in the morning. To learn more about this group, copy and paste this link in your browser: <http://highlanderjuniortour.com/about-us/>

The subject of installing mats on the driving range was discussed. These mats are expensive and were not included in the budget. However, Luis and Terry will discuss.

Treasurer's Report – Steve Ryan

| The Monarch at Royal Highlands, Inc. | | | | |
|--------------------------------------|--|--|--|------------|
| Treasurer's Report | | | | |
| 11/12/21 | | | | |
| | | | | |
| Cash - Truist Operating | | | | 166,031.61 |
| Cash - Truist Reserve | | | | 25,557.11 |
| Total Cash Truist | | | | 191,588.72 |
| | | | | |
| Raymond James | | | | 98,557.07 |
| Ford Interest Advantage | | | | 221,457.61 |
| | | | | 320,014.68 |
| | | | | |
| Total Cash | | | | 511,603.40 |
| | | | | |
| Liabilities: | | | | |
| Accounts Payable | | | | 61,701.81 |
| Credit Cards | | | | 1,891.81 |
| | | | | 63,593.62 |
| | | | | |
| Loans: | | | | |
| Truist | | | | 791,908.16 |
| Pump Station | | | | 119,763.50 |
| | | | | 911,671.66 |
| | | | | |
| Total Loans & Payables | | | | 975,265.28 |
| | | | | |
| Cash - This Year per Books | | | | 511,603.40 |
| Cash - Last Year per Books | | | | 360,280.77 |
| Increase | | | | 151,322.63 |

Vice President – Lisa Ritchey

Lisa advised the Board that the Nominating Committee consisted of Dave Kozlowski, Chairman, Jan Dubsky and Charlie Riffe. The Board approved the candidates as presented by the Nominating Committee:

Vince Laverghetta
Esther Patterson
Steve Ryan

Secretary – Esther Patterson

Rec Ctr Meeting Room A has been reserved for all of 2022.

The tasks involved (with due dates) for the Annual Meeting, scheduled for Monday, December 13th at 7:00 pm are as follows:

E-blast Mailings – Nov 13 & 28
Mailing list (names & addresses) of all active equity members – Nov 30
MS Word documents for Presentation – Dec 1
Ballots Mailed– Dec 4
Volunteers for Greeter/Ballot Count – Dec 6
Dry Run of Presentation – Dec 10

Membership – Bill Ortvals

Adds: Nancy West Single Limited General – eff 11/11/21

Status Change: Doug Simpson and Pamela Angeline from Family General to Family Equity – eff 12/1/21

Golf – Jim Oddo

- Scorecard and Handicap Reviews - 107 Scorecards were reviewed since the last BOD report; 97% of all cards were accurately posted.
- The 2022 Calendar is complete.
- Upcoming Events (November):
 - Couples Club Championship
 - Men's Crown Cup match play tournament runs from 11/15 to 12/13
- Upcoming Events (December). Jim will work with Therese on dates that eblasts are sent and how much advance notice is necessary, after a discussion with the golf committee at the next golf committee meeting.
 - Dec 2nd – Women's group ringer tournament day #1
 - Dec 4th – Men's fall scramble
 - Dec 9th – Women's group ringer tournament day #2
 - Dec 11th – Women's group closing dinner & annual meeting

The next meeting of the Golf Committee will be Tuesday, December 14. Topics for discussion:

- Limitations on Nolan Ryans and Mulligans
- Updating Hole in One Plaques
- Member-Member tournament in February
- Member-Guest tournament in April

Marketing - Steve Snover (absent)

Building and Grounds Report – Steve Bryan

Steve will look into getting a water source to pressure wash bricks on hole #9 and remove the mold on the sidewalk near the restaurant.

Steve acknowledged that the gardens throughout the golf course are looking beautiful. Thank you to all the members who have taken on these gardens. They are a positive reinforcement of the beauty of this endeavor, and your efforts are very much appreciated.

MMGA raffle money is building up and we are looking at several course improvements where this money might be put to good use.

Communications – Therese Buono

Lisa Ann will be backup to Therese for the eblasts for dinner announcements.

Unfinished Business

- The Board continues to look at various ways expenses can be reduced, and revenue can be increased. In that regard, a discussion was held regarding our medical leave policy and the gaping hole it leaves in revenue due to its unpredictability. Steve Snover provided information on the policy in place at Arlington Ridge and Plantation, and Luis confirmed Mission Inn's policy was in line with these clubs – requiring a written note/document from a doctor in order to request medical leave. Each club has its own built-in process for the various ways fees are collected of those on medical leave. Our bylaws do not require a doctor's note for medical leave, however, there is verbiage referring to (1) frequency of occurrences, (2) dues and fees being adjusted, and (3) duration of the leave at the discretion of the Board of Directors. Board members will bring their thoughts regarding these items to the next Board meeting for further discussion.
- A discussion was held regarding reservations for entertainment events. It was noted that a motion was approved on March 8, 2019 which states: "...that for special entertainment events, Ann Carter will send an eblast mailing to members one week prior to the general eblast mailing to allow members to have first availability to reserved seating for special entertainment events." In a follow-up liaison question in March, it was clarified that this policy only pertains to the entertainment events that are mainly dinner & dancing. The special holiday meals, bingo & pasta night will be handled as usual. Ann Carter is planning two entertainment events at the Crown & Shield. The first is Rob Nichols on January 12 and Barry & Nancy's Name that Tune on April 13th. Both these events fall within this policy.
- Vince provided the Board with a Cost Analysis of the various "Limited" memberships and the Social Program. The Board reviewed the dues for each membership and the social program, the number of rounds for each, and the cost per round. It was decided to revisit this conversation in January.

Meeting adjourned at 9:30 a.m. The next Board Meeting will be held on December 10 at 8:00 a.m. in Mtg Rm A at the Rec Center.

Respectfully submitted,
Esther Patterson, Secretary