

BOARD OF DIRECTORS MEETING
THE MONARCH AT ROYAL HIGHLANDS, INC.
November 22, 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, Bonnie Rex, Terry Pollard, Dean Woodle, Rick Mason, Bill Ortvals, and Wendell McDannel. Luis Colon, General Manager, Craig Shelton, Course Superintendent, and Dawn Catando, Restaurant Manager were also in attendance.

Vince Laverghetta called the meeting to order. The Minutes of the November 8, 2024, meeting were approved.

Course Superintendent – Craig Shelton

Recent Activity

- Sprayed greens with second application for goosegrass and poa annua
- Sprayed greens with fertility and fungicide
- Finished edging bunkers
- Touched up weak areas with seed
- Mowing rough again
- Raking and picking up leaves as needed. We still have some seed on the ground that require protecting but we have reached a point where we are now able to start using blowers again on tees and fairways.
- Edged yardage markers
- Trying to get caught up on weed eating
- Cleaned mud and dirt off cart paths
- Filled divots on tees. Always ongoing
- Fertilized tees, fairways, and approaches with granular fertilizer
- Cut down palm by pro shop
- Trimmed shrubs at club house
- Trimmed up grasses along cart path
- Weedeated grass beds and spraying. Not complete.
- Sprayed beds around clubhouse, cart barn, and parking lot for weeds
- Levelled up end of cart paths (where needed) with dirt
- Ball washers drained and refilled with fresh water

Food and Beverage Manager – Dawn Catando

November Events

November 28, Thursday - Thanksgiving Buffet - Both Seatings Sold Out

Currently Working On:

Training New Employees:

- Laura Bogan and Nicolette Smith. Both servers are experienced and are working out well so far. Unfortunately, I have had a couple of servers out sick the last two weeks that have just returned. Hopefully, this will help ease the staffing situation and allow me more time to focus on managing and marketing.
- I am currently working with some marketing programs to improve on email and website content that will hopefully allow us to capture more of an audience.
- I am working non-stop with our vendors to establish some replacement options that will allow us to keep our costs under control so I can finish out the New Drink Menus that we will be introducing in December for both the bar and restaurant. These menus will offer specialty cocktails, daily drink & food specials, and a list of our Liquor options to introduce to our dining patrons that may not know that we offer such.

- We did start a new Italian Buffet this month with different options and so far the feedback has been positive. Toby has a National Sandwich Special that he has been offering for Lunch that is available all month long, that seems to be a hit. There will be a special each month. Beginning in December we will incorporate a special cocktail or beverage to accompany that item as well. We are currently pricing out product to offer other buffet options and specials to adjust to current price increases. The increases are continuous on all items including Beer, Liquor and Wine. The deals we used to receive with vendors have all but disappeared. Due to the Price increases, there are a few product items that we can no longer receive at this time such as Aristocrat Well Vodka (being phased out by vendor), Barefoot Wines (are limited in product availability) Old Crow Bourbon, just to name a few. We expect more in the next coming weeks with more increases to come.
- Toby and I will be working on creating a wine dinner in January to introduce to the members and community. More details to come next month.
- Ann carter purchased 108 Ramekins for Toby.
- I am currently reaching out to all club leaders in the community to establish contact and initiate a relationship to improve our communication with the groups and clubs that will allow our establishment to be an option for their event needs. This will open up opportunities to increase revenue in future events.

General Manager – Luis Colon

1. FY23 Financial review, received and submitted to BOD members
2. October BS and P&L received. under review and awaiting BUDGET approval to complete Income Statement
3. FY25 BUDGET – awaiting approval
4. Hurricane Milton update:
 - a. Tree maintenance and removal – Paid \$15,000.00 for work completed
Vince Laverghetta made the motion, seconded by Bonnie Rex, to approve the additional \$2500 for tree removal expenses. Motion approved.
 - b. Roofing company final bill paid - \$28,100.00
 - c. Cart barn and clubhouse soffit and fascia repairs – Thanks to John Buono for completing the repairs needed to complete the roof work.
 - d. Cart barn and clubhouse pressure wash – Thanks to John Wassenaar for taking care of the job. He will finish the other areas once the holiday lights are removed.
5. Old Business - New Point of Sales and billing platform – All hardware installed. Awaiting Credit Card Processing company readers. Next phase is staff training and loading the data
6. FCCI insurance company (McGriff Co) – A member is reviewing all the signed documents and will assist in drafting a letter to question the removal of wind and tree coverage
7. City of Leesburg Public Works Department Grease Management Program – Awaiting a quote for both, a repair and a replacement of the grease trap due to collapsed wall and rebar exposure. The club will be either repairing it or replacing the trap.

President – Vince Laverghetta

The FY2025 Budget will be reviewed by the Finance Committee before the Board approves it at the next Board meeting.

Secretary – Esther Patterson

- Annual Meeting – Monday, December 16, at 7:00 PM at the Crown & Shield
 - Last year's presentation will be mailed to board members for updating.
 - Bios of the Board candidates to be mailed by November 29.
 - Ballots to be available no later than November 30. In order to save on expenses, we are asking Equity members to pick up their ballots in the Pro Shop.
 - Need to schedule Greeters and Ballot Counters for the event.

- Records Retention – the Secretary’s files, documents, meeting minutes, etc will be downloaded to the server and to the office external drive for safekeeping. This process will be ongoing at the end of each calendar year. GM to find out how long these records need to be kept.
- 20th Anniversary Recognition/Celebration- Tuesday, December 17, 2024 – Great Hall
Activities for this event are proceeding on schedule with cocktails starting at 5:30, dinner to follow and then a program to include 11 charter and equity members, speaking to their personal experiences in the club. We have a total of 160 members and guests attending (79 Charter , 64 Equity and 17 Guests). The budget expenses/income were reviewed with the Board, outlining the committee’s efforts to be diligent in our spending for this event, while ensuring we have a memorable evening honoring our charter and equity members.

Vice President – Steve Ryan (Nothing to report)

Member at Large – Terry Pollard (Nothing to report)

Treasurer’s Report – Bonnie Rex

Treasurer's Report					20-Nov-24
Account	Account Type	Bank	APY	Balance	
Cash - Operating	Checking	Truist	0.00%	\$ 155,026.86	
Petty Cash	Currency	Office Safe	0.00%	\$ 1,200.00	
Ford Interest Advantage	Note/Checking	Ford Interest Advantage	5.50%	\$283,324.12	
Non Operating Investment Account	Institutional MM	Raymond James	5.16%	\$ 17,821.25	
	Cash Balance as of 11/20/24			\$457,372.23	
	Change from 11/06/24			\$ 60,206.10	
Account	Due		Monthly Amount	Interest %	Balance
Truist Loan	Monthly on 4th		\$ 6,216.34	7.90%	\$646,255.11
Personal Note (2020 Pump House)	Monthly on 1st		\$ 2,191.28	6.00%	\$ 55,216.01
Personal Notes (2024 Golf Carts)	Monthly on 1st		\$ 4,709.00	0%-6.5%	\$290,029.63
	Total Long Term Debt		\$ 13,116.62		\$991,500.75
Accounts Payable					n/a
Truist Credit Cards					\$ 2,253.87
Cash Balance 11/20/2024					\$457,372.23
Cash Balance 11/23/2023					\$364,514.94
Difference					\$ 92,857.29

Finance Advisory Committee – Bonnie Rex (Nothing to report)

Next meeting – December 4th – 2:00pm – Rec Center Room B

Building and Grounds – Wendell McDannel

Projects to consider:

- repair/renovate water coolers
- replace fence around well pump
- repaint pump house
- tree removal #9 (lightning damage)

Membership – Bill Ortvals

The subject of allowing seasonal equity members to be eligible for the Board was discussed. The Board agreed not to make any changes to the Bylaws at this time and this subject should be continued for discussion.

Status Changes

Jim Layne

Single General to Single Equity

eff. 11/15/24

Golf – Rick Mason**Golf committee**

Last golf committee meeting of the year scheduled for 11/26/2024

Committee will be discussing changes to the Couples Club Championship and considering the idea of adding a parking space.

Fountain Update

Fountain operating as planned

No date for a lighting ceremony because of the biting insects after dark.

Nominating Committee

The committee has attained the names of 4 people who have decided to run for the Board of Directors.

Tom Cvikota

Harold Beasley

Sandi Bryan

Jeffrey Scott

Events

Fall Scramble and lunch - Saturday, December 7th. 8:00 am.

Communications – Dean Woodle

The Holiday Bonus eblast will be sent out tomorrow.

Meeting adjourned at 9:45 a.m. The next Board Meeting is scheduled for December 13, 2024, at 8:00 a.m. in Mtg Rm A at the Rec Ctr.

Respectfully submitted,
Esther Patterson