

BOARD OF DIRECTORS MEETING  
THE MONARCH AT ROYAL HIGHLANDS, INC.  
April 25, 2025

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: Rick Mason, Bonnie Rex (via phone), Harold Beasley, Tom Cvikota, Terry Pollard, Bill Ortals, Wendell McDannel and Esther Patterson. Dean Woodle was absent. Luis Colon, General Manager, Craig Shelton, Course Superintendent, and Dawn Catando, Food and Beverage Manager, were also in attendance.

Rick Mason called the meeting to order and the minutes of the 4/11/2025 meeting were approved.

**Course Superintendent – Craig Shelton**

Current Events:

- Hired 2 new staff members. Fully staffed now.
- We are currently in a drought and need rain badly. The course is dry because of it. Running maximum water at night and running extra irrigation in mornings ahead of play.
- Sprayed collars, approaches, and green surrounds for weeds.
- Sprayed greens with fertility.
- Greens aerification scheduled for next Monday

Upcoming projects after greens aerification:

- Fertilize greens with granular fertilizer
- Fertilize entire course wall to wall with fertilizer impregnated with pre-emerge herbicide for goosegrass control
- Begin spraying greens for goose grass
- Begin new nursery green construction
- Begin spraying out signal grass on greens and installing plugs
- Continue working on hole 6 approach

Notes:

- Craig wants to rent a boom lift to cut the high branches up in the canopy of the trees on the course.
- The Board discussed the need to remove the tree debris on hole #18. Last year we used Raynor Shine. The cost is \$525/load.

**Motion made by Terry Pollard, seconded by Wendell McDannel, to rent the boom lift and contract with Raynor Shine for debris removal on the course. The total amount of the project not to exceed \$4,000. Motion approved.**

**Food and Beverage Manager – Dawn Catando**

April Events

4/26/25 Spring Scramble

Currently Working ON:

- We are still struggling with hiring staff. We have called many applicants with little results. Toby has hired one part time employee for the back of the house. I have had several accept interview times but fail to show. I have had one applicant show for an interview and failed to comply providing hiring documents. We

are persistent in calling applicants and trying to hire, however, the end result at this time has not been positive.

- Easter Sunday - There was a miscommunication on the pricing. We did correct any issues that were brought to our attention as we received them. We did run out of food several times on the buffet, and did our best to assist Toby in keeping the buffet stocked ,however, the timing of having back-up buffet items ready was not timely enough.
- The feedback from guests and patrons has not been positive the last few weeks. Between being short staffed and staff calling off daily, the service and food quality has not been up to par. We have been sold out, out of stock or not available on many popular menu items due to the lack of staffing and assistance in the kitchen.

#### **General Manager – Luis Colon**

- Restaurant: Luis and Rick will have a meeting with Dawn and Toby to discuss ideas to improve the restaurant business, such as, adjusting menu choices, consistency in food items, reducing hours and/or days of operation, etc. Luis is gathering data for the last 30 days to help in the discussion process.
- Luis requested that all communications from the restaurant be reviewed and edited for clarity.
- Luis briefed the Board on the Florida Statute for liquor license compliance. Before any application is approved, the division requires all members of the Board of Directors to be fingerprinted. This information needs to be relayed to any potential candidate running for the board in the future. Luis to look into the need of further fingerprinting required of those board members who have already done this as part of their previous work requirement.

#### **President – Rick Mason**

The date of the Annual Informational Meeting has been rescheduled for Sunday, May 18, at 6:00 p.m. in the Crown & Shield. All members are invited. Board to update the presentation from last year and send to Dean Woodle.

A request will be made to the HOA Board for approval to put a sign out front of the community, advertising The Monarch Golf Club and the Crown & Shield Restaurant “open to the public”. It will be a 7 ½ ft Feather Flag. The cost is approximately \$300.00.

#### **Secretary – Esther Patterson (Nothing to report)**

#### **Vice President – Dean Woodall (Nothing to report)**

#### **Membership – Bill Ortvals**

##### Adds

Ron & Sherry Pagut

General Family

4/15/25

At Bill Ortbal’s request, the Board discussed the incident that occurred during the Club Championship on hole #6 as a member hit his tee shot and second shot across hole #5. The Board agreed that the member played the hole in compliance with USGA rules.

#### **Member at Large – Terry Pollard (Nothing to report)**

#### **Tom Cvikota – Marketing (Nothing to report)**

#### **Building and Grounds – Wendell McDannel**

- Thanked the volunteers who helped paint the Pump House.
- Will coordinate volunteers for the boom lift project. He will look at the tree on Hole #9 and if there is time and workforce, will remove.

## Treasurer's Report – Bonnie Rex

Treasurer's Report					4/23/2025
Account	Account Type	Bank		APY	Balance
Cash - Operating	Checking	Truist		0.00%	\$ 211,543.59
Petty Cash	Currency	Office Safe		0.00%	\$ 1,200.00
Ford Interest Advantage	Note/Checking	Ford Interest Advantage		4.59%	\$ 338,983.40
Non Operating Investment Account	Institutional MM	Raymond James		1.08%	\$ 18,155.32
	Cash Balance at	4/23/2025			\$ 569,882.31
	Change from	4/9/2025			\$ (1,662.37)
Account	Due	Final Payment	Monthly Amount	Interest %	Balance
Truist Loan	Monthly on 4th	Sept 2031 - \$445,713	\$ 6,216.34	7.90%	\$636,460.09
Personal Note (2020 Pump House)	Monthly on 1st	Feb 2027	\$ 2,191.28	6.00%	\$ 45,543.76
Personal Notes (2024 Golf Carts)	Monthly on 1st	Jan 2031	\$ 4,709.00	0%-6.5%	\$ 273,455.10
	Total Long Term Debt		\$ 13,116.62		\$ 955,458.95
Accounts Payable					n/a
Truist Credit Cards					\$ 747.69
	Cash Balance	4/23/2025			\$ 569,882.31
	Cash Balance LY	4/25/2024			\$ 553,930.50
	Difference				\$ 15,951.81

### Golf – Harold Beasley

- Member Guest – A follow-up meeting was held with the committee to review the pros and cons of the tournament. Jeff Scott presented the committee with a suggested letter to promote more sponsors to participate next year. The letter will be handed out in January by Gatehouse personnel to all businesses entering the community. Rick to discuss the letter with the HOA board.

### Upcoming tournaments:

Monday, May 26, 2025 – Memorial Day Tournament and Lunch

Friday, July 4, 2025 – 4<sup>th</sup> of July Tournament and Lunch

### Communications – Dean Woodle (Nothing to report)

Meeting adjourned at 9:45 a.m. The next Board Meeting is scheduled for May 9, 2025, at 8:00 a.m. in Mtg Rm A at the Rec Ctr.

Respectfully submitted,  
Esther Patterson