

San Carlos Golf Club
Board of Director Minutes
04/30/2019

Attendance: Theresa Randall, Keith Taylor, Ron Tarantino, Seda Butler, Jim Menditto, Bob Deeley, Max House, Terry Weller, Jackie Knight, Troy Speckman

Absent: None.

Open Meeting Member Attendees: Five members signed up to attend but only Karen Panoc attended. The members who did not attend were Mike Baker, Carol Simpson, Dick and Nancy Blaisure.

President Theresa Randall, called the meeting to order at 1756 hours.

Motion to accept the minutes from the 28 March 2019 Board Meeting made by Terry Weller, seconded by Ron Tarantino, minutes approved. Terry Randall also shared that there was a problem with documents being properly posted to website. Troy Speckman said he had talked to the website manager to fix documents to include having permission to post documents.

Presidents Report: Provided all Board members an update Key Holders and emergency contact list for the Clubhouse and Maintenance buildings. In addition, informed the Board that she had received a Petition signed by 72 owners supporting Troy Speckman being appointed/selected to the position of General Manager/Head Golf Professional. She also shared her proposed response which all Board members agreed with.

Vice President: No report.

Treasurer's Report: Reported checking/savings \$798,703.33, total income less Cost of Goods Sold \$314,751.99, expenses \$162,105.38 resulting with a net income of \$152,646.61. Ron Tarantino also explained that each month he reviews monthly expenditures and the budget to assess and report areas for improvement. One area he has been monitoring is payroll and Paychecks that handles payroll and the increased fees. He reported that Paychecks must be aware we are shopping around and offered a lower fee to retain our business. In addition, he is reviewing Snack Bar operations and reported that last year expenses (October – March) were \$48,866 compared to the same period this year were \$60,132, 21% increase while income went down by \$5,000. He concluded with labor being the largest increase and will work with Troy for recommended areas of improvement. Seda Butler requested adding a budget column to the financial report provided to Board Members, all concurred and Ron said he would have Robyn distribute the budget/actual monthly report to all Board Members.

General Manager's Report: Hard copy provided. Troy Speckman reported play total for March was 6,940, all 75 cart GPS units installed and operational with final Geo Fencing being completed in two weeks, the Reciprocal List has been printed and available, the Group Contract

revised (copy provided), Club has been registered for Senior Scramble (more to follow), and the marketing initiative with local hotels (Stay and Play) is progressing. The golf course post season condition is good with summer course maintenance activities beginning (complete list provide and highlighted in Greens and Beautification), starting with tee to green aerification May 6th, June 10th, during the one-week course closure July 15th – 18th and tee renovation May 12th. He also shared that he organized and conducted a Staff Luncheon April 8th that was well received by employees and conducted “Ride-a-long” with Jason April 10th that was very productive and a program he will continue. Troy also informed the board that scorecards need to be reordered and wanted to know if the Board wanted any changes but order needs placed in four weeks. Troy requested to use \$3,000 from the PGA budget line to purchase new handheld radios. **Ron Tarantino made a motion for Troy Speckman to spend up to \$3,000 from the PGA Expense budget line to purchase handheld radios, seconded by Terry Weller, motion passed unanimously.** Troy concluded with an update on pursuing software update for Pro-Shop operations to include wireless tablets and will evaluate the system at being used at Stoney Brook.

Motion to accept officer reports and General Manager’s report made by Jim Menditto, seconded by Jackie Knight, reports accepted.

Committee Reports:

Building & House: Terry Weller reported the status of projects. The Snack Bar expansion is moving forward with required Lee County documents being updated and delivered by Mike Allardyce for review and approval. The Walk-in-Cooler is progressing and Terry Weller has found an engineer who will prepare the drawing for requesting permits for the concrete to place the cooler and the structure to cover the cooler for \$400 each print. Max House made a motion to spend \$400 for the Cooler concrete pad drawings, seconded by Ron Tarantino, motion passed unanimously. Terry also said one Cooler company is willing to take the old cooler in trade. He will continue to get quotes. Terry Weller concluded with Russ Butler working the timeline to paint the Clubhouse during the month of June.

Greens and Beautification: Seda Butler reported that Jason is continuing to focus on agreed upon projects. She also referenced the report/maintenance schedule that Troy Speckman provided from Jason. The biggest project other than normal summer maintenance is the retention pond construction at the 12th tee.

Golf Rules: No report.

By-Laws: No report.

Policies and Procedures: Max House reported the progress reviewing and updating P&P. The committee is reviewing one section at a time. He concluded by informing the Board that the committee will provide the Board recommendations one section at a time.

Insurance: No report.

Membership: Current status is 159 Single, 63 Family, 15 Family Trail, 8 Single Trail. The Summer Pass is printed and six have been sold. The member cart fee changes to \$16 May 1st. The Club sold the first Tier 2 Certificate but realized that the old golf fees rules needed to be reviewed and updated for Tier 2 members. In order to support Tier 2 Certificate sales, the board will allow new Tier 2 certificate holders to purchase summer golf pass until new fee structure effective date is established.

Safety: No report.

Marketing: Bob Deeley reported on marketing initiatives and the potential of advertising in the Spotlight magazine. He said the Spotlight magazine circulation is 57,000 and publishes 18 magazines annually. He is recommending that the Club purchases an add during the current reduced rate of \$289 for a 1/8th add in the June addition and then during season. The Advertising budget line has sufficient funds to purchase an add and the Board concurred that Bob will work with Troy to place an add. Adds must be placed two weeks prior date of publication so May 31st is the deadline for June publication.

Motion to accept committee reports made by Seda Butler, seconded by Jackie Knight, reports accepted.

Suggestion Box: Two submitted. (1) Anonymously submitted reminding the Board to spend money on the course. (2) Gary Braun inquired about the website and Troy Speckman will respond.

Old Business: The Gazebo project requires the purchase of material to secure the structure at an estimated cost of \$2,000.

Old Business Motions. Ron Tarantino made a motion to spend up to \$2,000 to purchase required materials to complete the Gazebo project, seconded by Terry Weller, motion passed unanimously.

New Business: The Snack Bar requires \$250 to change 4 tables to "High Tops" for the additional bar stools. The expense is to purchase the extend base height. Ron Tarantino presented the new Tier 2 certificate to the Board. Ron Tarantino suggested players arriving early not be allowed to go off early which might result in more range balls being sold. Ron Tarantino also shared some thoughts about pro shop personnel having incentives to offer public players. Troy Speckman added that the new proposed G1 software will provide capabilities to implement some of the ideas discussed.

New Business Motions. Max House made a motion to spend up to \$250 to purchase the extended height bases, seconded by Bob Deeley, motion passed unanimously.

Next Board Meeting: 23 May 2019 at 1800 hours, San Carlos Golf Club snack bar.

Bob Deeley made a motion to adjourn at 2045 hours, seconded by Terry Weller, Board Adjourned.