

San Carlos Golf Club

Board of Director Minutes

06-18-2020

Attendance: Ron Fisher, Terry Weller, Max House, Billie Allardyce, Jeff Doyal, Seda Butler and Gary Keating,

Absent: Bob Deeley, Hugh Manning and Ed Tully

President Ron Fisher called the meeting to order at 6:00 pm.

The Board approved minutes from the May 21st Board meeting.

Presidents Report: The first week of June ended our drought as we got a little over 7 inches of rain. The maintenance crew is continuing its summer projects on schedule and the course looks great.

Financially we are doing fine and on track to making budget this month. On June 6th we entered phase two of the pandemic which allowed us to open the snack bar at 50% capacity for sitting only. The CDC guidelines specifically state **NO Standing.**

Our staff and employees were very appreciative of their bonuses as they stated in the letter they sent us on 6-13-2020.

Details of our monthly change and upcoming projects will be in the managers and standing committee reports.

Some of the issues we will be discussing at this meeting are dues invoice notices, walking fees, dues paying process, late fees. We also will look at the survey results and any other issues that need to be addressed by the board.

Many medical experts feel July will be half-time for the Covid 19 virus and a second wave will follow "Who Knows?" However, the Board of Directors know as long as we provide support to our staff and employees we will be able to give our members and guests a healthy and safe golfing experience.

Vice President Report: No Report

Treasurer's Report: Max informed us that thru May 2020, net income was \$315,000. This is \$159,000 better than the budget.

As of May 30th the club had \$687,000 cash on hand.

Motion was made by Seda Butler and seconded by Terry Weller to accept the financial report. Motion passed.

General Manager's Report: Gary explained that from October 1 – June 18, 2019 compared to October 1 – June 18, 2020 our sales are up by \$265,980.58.

A customer had a cart break down at 5:30 pm on the course and had no way of contacting the pro shop because they close at 5:00 pm. For this reason Gary purchased a phone for \$35.00 a month that the cart assistant for the evening will be handling; and the screen on all San Carlos Carts have the number displayed if a customer has trouble.

A new accounting firm will be coming on board in the near future. This firm handles many golf course and we feel it will be beneficial to our course.

We have a audit coming up, but not scheduled yet.

As of June 18, we have received 111 surveys back and a committee has been established to go over the results. Bob Deeley and Terry Weller are on this committee. A reminder was sent to our members hoping to receive the remaining outstanding surveys back.

Our computer system and wiring is very outdated. San Carlos has no backup system. For this reason, the Board has given permission to Gary to purchase a new computer for Robyn and her old computer will be upgraded to be used elsewhere. The other computers in the club will also be upgraded. Old wiring will be pulled out and new wiring installed. We will have a maintenance agreement so if service is needed immediately, a technician will arrive to help us.

The cost for this is \$5200 onetime fee and \$330 per month maintenance fee.

Motion was made by Max House and seconded by Seda Butler to purchase the computer system and maintenance service. Motion passed.

Gary told us about the future work on the Driving Range. It will be revamped.

Gary contacted our air conditioner man regarding the air conditioner out in the maintenance trailer. He informed Gary that the trailer is full of mold and that our maintenance workers should not be in that trailer. We need to look for a large trailer that will have room for an office and our workers to be able to have lunch, meetings and a bathroom. If anyone knows of one, please contact Gary. We will begin looking.

Gary showed us the redesigned billing sheet which is mailed in September. Tier one will receive Tier one bills, Tier two will receive Tier two bills and non golfing members will receive a bill for just capital contribution. The bills will be easier for our members to understand.

Credit card fees will drop from 5% to 3%, when paying your membership bill.

The Board felt the Holiday Offering should remain on the bills, making it easier for our members to contribute. This monetary gift is given to the employees at Christmas, to say thank you for their hard work.

Billie Allardyce informed Gary that we have several ladies who are artist in our club that would love to put murals in the bathrooms. Gary had no objection to this.

Motion was made by Billie Allardyce and seconded by Jeff Doyal to accept the General Managers report. Motion passed.

Committees Reports:

Finance: No Report

Building, House: Restrooms Maintenance Building, Terry Weller explained we are waiting on the final design from the engineer, due this week. Total estimate was approximately \$6,000 from contractor for the renovations; however estimate could change with final design.

The Building and Grounds Committee will assist Gary in the look for a replacement trailer in the maintenance area.

A storage unit, which was approved at May's Board meeting, has been located and the prints have been received from the engineer. Terry will be handling getting the permit to start work.

Greens and Beautification Committee: Jeff explained that the greens were aerified with core removal on June 15th. Jeff said that we have push up greens and maintenance did a great job filling in holes after aerification.

Bermuda grass will be planted left of 17 green and down 18 tee area. Aquatic plants will be planted on the #3 side of the lake.

A member sent President Ron a letter regarding the coquina being put back between holes 15 and 16. Much discussion took place and all board members agreed with the vote at May's Board Meeting, the coquina will return.

Jason is short on workers and Max House made a motion to allow Jason to hire one additional maintenance worker. Jeff Doyal seconded the motion. Motion passed.

Policy, Rules and Regulations Committee: No Report

By Laws Committee: No Report

Membership Committee: Seda Butler updated us regarding membership. At present we have the following:

24 Non-Members

154 Single Tier One Members

58 Family Tier One Members

20 Single Tier Two Member

3 Family Tier Two Members

The club owns 42 certificates available for purchase and one owner certificate is for sale. The average price for a certificate is \$2,500 plus tax, total = \$2,662.50. Transfer fee is \$337.50.

Since October 2019, we have had 20 new owners join San Carlos Golf Club.

Insurance Committee: No Report

Golf Rules and Regulations: No Report

Marketing Committee: No Report

Motion was made by Ron Fisher and seconded by Max House to accept the Standing Committee Reports. Motion passed.

Old Business: Nothing

New Business: We will need a chair person for the nominating committee for the Board elections in January. This chair person needs to communicate with members to see if they would be willing to serve on the board. In January we will have 4 openings for new board members. 1 for 1 year, and 3 for 3 years. If anyone is interest in chairing this committee, please contact Ron Fisher.

The Board discussed a walking pass for our members. Members pay \$6.00 when walking. The suggestion was as follow:

\$60.00 for an owner walking pass, which would give 11 walking times for the price of 10.

\$300.00 for an annual owner walking pass for single walkers.

\$450.00 for an annual owner walking pass for two family walkers.

Motion was made by Seda Butler and seconded by Max House to offer walking passes to our walking members. Motion passed.

Suggestion Box: An owner requested walking on the course early in the morning and after the course closes. There is no problem with owners walking on the course before or after play is over.

Certificate Holder's Comments: None

Next Board Meeting: There will be no Board Meeting in July. August Board Meeting will be August 13th at 6:00 pm.

Terry Weller made a motion to adjourn at 7:40 pm, seconded by Jeff Doyal, Board Adjourned.

Minutes Respectively Submitted By

Billie Allardyce