**San Carlos Golf Club**

**Board of Director Minutes**

**10-15-2020**

**Attendance:** Ron Fisher, Terry Weller, Max House, Billie Allardyce, Jeff Doyal, Seda Butler, Hugh Manning, Bob Deeley, Ed Tully (By Facetime) & Gary Keating

**Absent:**  None

**Guest:** None

An Executive Meeting started at 6:00 and was adjourned at 6:19.

President Ron Fisher called the meeting to order at 6:20 pm.

The Board approved minutes from the September 24th, 2020 Board meeting.

**Presidents Report:** The club is doing well. Gary and his staff again met budget in September, a month that in the past at times has been difficult to attain. The G-1 Program is up and running. Most of the bugs in the program have been worked out and it looks like it is going to enhance our members and guest golf experience. It is not perfect yet but should b in the near future.

Summer maintenance projects are now complete and maintenance has started to work on the cart paths. I have received numerous comments from returning owners on how great the course looks.

At this meeting we will be re-evaluating the projects we approved at the September meeting. To clear up some details as we move forward in their implementation.

We are finally making some progress on the storage shed for the snack bar which will give us room for an owner storage bag area. Removing and replacing the maintenance trailer is on track to be finished shortly. The tenacity of Gary and the Building and House Committees efforts to get these projects completed has been fantastic to say the least.

At this meeting under old business we will be discussing By-Law change to 9.3 and how it affects our future auditing process and policies, rules and regulations change in regards to time limits on pro shop credits. Revisiting certificate dual ownership and our dues paying process.

Motion was made by Max House and seconded by Jeff Doyal to accept the President report. Motion passed.

**Vice President Report:** No Report

**Treasurer’s Report:**

|  |  |  |
| --- | --- | --- |
|  | 2020 | 2019 |
| Net Income | $218,116\* | ($375,980) |
| Bank Account | $515.927\* | $415,557 |

\*Includes $185,900.00 Government Loan

Motion was made by Seda Butler and seconded by Jeff Doyal to accept the Financial report. Motion passed.

**General Manager’s Report:**

Our new Point of Sales has a few quirks, but is getting better daily. When the system is completely setup, as customers check in for their tee time, the system will update every 20 seconds so employees will know who has arrived and who is ready for their tee times.

Our beverage cart will also use the system out on the course and be able to take credit cards immediately.

The shed has been purchased and anticipating delivery within the next two weeks.

The trailer is road ready and we have a gentleman who will be removing it. He recommends when it is removed that we bring in a load of rock to put down before placing the new trailer. The rocks will maintain a barrier for moisture in the ground not absorbing through the bottom of the new trailer.

Motion was made by Jeff Doyal and seconded by Bob Deeley to accept the General Managers Report. Motion passed.

**Committees Reports:**

**Finance:** No Report

**Future Planning Committee:** Meeting #2. Our club is functioning very well in 2020. It is financially healthy, the course is in good condition, membership and public play is high volume, and our General Manager is making improvements, cutting costs, and increasing revenue substantially every day.

Priorities:

1. Minimize the Tier 1 cost to play (no more than 5% increase annually)
2. Keep the course in good shape

Objectives:

1. Publish a Maintenance plan, both daily and long term
2. Publish Reserve plan to identify expected costs in the case of a shutdown
3. Publish a Long Term Improvement Plan that includes a prioritized and quantified list of upgrades desired for the course.
4. Ne club house (not financed by Tier 1 members
5. Junior player opportunities, especially for local students
6. More good revenue tournaments and events
7. More member amenities e.g. club storage, improved expense accommodations (special member pricing paid on monthly tab)
8. Improved Driving Range
9. Improved Cart Paths
10. Hole design changes
11. Upgrade maintenance facilities
12. Ice/Water stations next to restrooms
13. Raffles and other income activities

If anyone is interested in participating in this committee, please contact Hugh Manning or Gary Keating.

**Building, House:** MaintanceTrailer: Our GM meet with the dealer and his contractor and it was determined that the old unit could be towed away and the contractor is interested in securing ownership of the trailer. If so, it could offset the price of removing the unit. This will relieve us of the hassle and expense of requiring to get a demolition environmental permit, speeding up the needed for installation date. Our general contractor has been provided all the information the permitting and will be submitting the application. Delivery and installation will commence upon receiving the permit.

Snack Bar Storage Unit: We are awaiting the arrival date for the Storage Unit from the dealer. General contractor is ready to finish the project (electrical and installation of air condition) once contractor has finished their installation.

New: Quote received from Smith Fence to install 1462’ x 6’ with 2 8’ double wide gates totaling$17,700.00 ,includes materials, tax, Lee County permitting and Lee County notice of commencement. Fence will be installed on the North side of the golf course along the back side of the homes on Wing Foot Drive from the canal to the 13th green.

**Greens and Beautification Committee:** A motion was made by Terry Weller and seconded by Max House to have Gary Keating and Jeff Doyal get a price for recapping the bunkers. This would consist of digging, coring out fixing the drainage and refilling the bunkers with new sand. Motion passed.

**Policy, Rules and Regulations Committee:** The Committee met on September 29th to discuss a new policy regarding all pro shop credits being used by end of the calendar year. A motion was made by Jeff Doyal and seconded by Bob Deeley to add 3.12 (Pro shop credits must be used by the end of the calendar year) to our Policy, Rules and Regulations. This new policy would state: If a member is out of town during this period they can email the pro shop and give the pro shop permission to use their credit, the merchandise will be purchased and set aside for their return; the object of this policy is to clear the credit book account. The motion passed.

**By Laws Committee:** Committee met on Tuesday, September 29, 2020 to discuss the changes needed to be completed and presented for the vote at the annual meeting in January of 2021. A Motion was made by Terry Weller and seconded by Jeff Doyal to have a vote at our annual meeting to rephrase 9.3 of the By Laws. It would read as follow:

San Carlos Golf Club shall employ an accounting firm to conduct one detailed analysis (audit) every three (3) years.

Every year the audit Committee will review the accountant’s annual closing records and report to the Board of Directors.

The Audit Committee shall have unrestricted access, without advance notice, to any club operations, bank statements and all financial records.

The motion passed.

**Membership Committee:** As of today October 15, 2020 we have 4 new owners and 5 owner certificates available for purchase.

**Insurance Committee:** No Report

**Golf Rules and Regulations:** No Report

**Marketing Committee:** No Report

Motion was made by Terry Weller and seconded by Bob Deeley to accept the Standing Committee Reports. Motion passed.

**Old Business:** Last month we discussed the 25 certificates that the club owns and what to do with them. It is believed that when the demand is higher than the supply, the certificate price will be determined then.

Gary is getting bids for the following projects:

1. Roots on holes 11 and 12
2. Flooring in the Snack Bar and hallway
3. Driving Range

**New Business:** Due to Covid-19, there will not be a Welcome Back Party this year; however as of right now we are planning to have our Annual Christmas Party on December 11th. More information will be announced at a later date.

**Suggestion Box:** None

**Certificate Holder’s Comments:**  None

**Next Board Meeting:** Meeting will be November 12, 2020 at 6:00 pm.

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

Minutes Respectively Submitted By

Billie Allardyce