**San Carlos Golf Club**

**Board of Director Minutes**

**12-10-2020**

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

**Absent:**  None

**Guest:** None

The Board approved minutes from the November12th, 2020 Board meeting.

**Presidents Report:** Even with Hurricane ETA rains and the loss of three days sales we managed to make budget in November. The course looks great as we get ready for prime time and the dry season.

At this meeting we will finalize the annual packets that have to be mailed 30 days prior to the January 21st meeting. Pandemic parameters of the meeting, board member presentations, finalize By-Law changes, ballots for directors and date and time we will be preparing packets.

Our agenda for the next two months will be preparing packets, town hall meetings for By-Law changes an annual meeting January 21st, 2021.

Motion was made by Ed Tully and seconded by Bob Deeley to accept the Presidents report. Motion passed.

**Vice President Report:** No Report

**Treasurer’s Report:** Due that our secretary Robyn is ill and not available to pull all financials, treasurer’s report was not available.

However, Gary informed us that to date November was another successful month being $25,127.36 over budget.

Motion was made by Ed Tully and seconded by Jeff Doyal to accept the Financial report. Motion passed.

**General Manager’s Report:** Gary explained that Robyn, is in New Jersey in the hospital with covid. Prayers are needed. The staff at SCGC our pulling together learning quickly Robyn’s position to keep bills and etc. going.

Survey will be completed on December 11th, and Gary expects the report in 10 days.

Gary was informed by the surveyor that our boundaries from 13 to canal are much wider and goes beyond the white stakes. The plan is to be friendly neighbors and leave enough property for the homeowners to have, but our maintenance crew can mow on both sides of the fence.

Our SCGC facility was scheduled to host a Holiday Party on December 18th for an outside company. The party has been canceled due to covid at the company.

Reminder that couples golf is scheduled for December20th at 1:00 p.m. The cost is $15.00 per person which includes dinner afterwards.

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

**Committees Reports:**

**Finance:** No Report

**Building, House:** Maintenance Trailer: We received notification from Lee County Permitting Board that additional information is required for approval:

1. Elevation certificate required for unit location. (This should be provided in the current survey report when completed)
2. Information and design of approved Handicap ramp and steps. (GM has located a used set of for purchase.) Discussion regarding a new set vs. a used set took place and it was explained that new set would cost around $19,000.00. Question came up could we build our step in house. We have been informed that if we did we would need a blue print drawing from an Engineer.

Motion was made by Hugh Manning and seconded by Terry Weller to purchase the used steps and handicap ramp at the cost of $11,916.24. Motion passed.

Snack Bar Storage Unit: Permitting approval was received and the unit was installed, including electric. Storage unit is currently being set up by staff, transferring all stored goods from various locations to the new addition.

Club Storage: With the completion of the storage unit, the area here the old inside cooler is being cleaned up and remodeled to provide club storage in the near future.

Fencing: The fence will be installed once the survey is completed and the report is received.

Carpeting in the Snack Bar: Gary will be scheduling the removal and installation of new carpet next week. It is planned that the entire tile will be professional cleaned.

Gary received an email from Lee County thanking SCGC for going through the difficult processes to complete all projects correctly. A big thank you also goes to Ron DeFranco for his help.

**Beautification Committee:** Discussion took place regarding the Par 3 tees and their condition at present. We are not in our prime time yet and the tees boxes look bad. Two suggestions were made. (1) Put some more feed on the tee boxes; (2) Widen the tee boxes this summer to help with the amount of damage that takes place. Gary and Jeff will be looking into this problem and reporting to the board later.

Some landscaping in front of our club house is needed. Beautification still has $1,000.00 and we received a bid of $2,025.00 to complete the project.

Motion was made by Billie Allardyce and seconded by Jeff Doyal to release funds for completion of the landscaping project. Motion passed.

**Policy, Rules and Regulations Committee:** No report

**By Laws Committee:** The board spent several hours going over the proposed By Law changes for the January 21st meeting. There will be two town hall meeting to review these changes before the voting takes place. Dates are January 5 and 7th from 6:00 – 7:00 pm.

**Membership Committee:** Gary sold 4 member certificates recently and as of this date we only have 1 member certificate available.

**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:** Long Range Planning Committee Meeting #4: The committee met on Thursday December 8, 2020. Approximately 15 members attended this meeting. The prioritized list below is presented, and budgetary costs are indicated where available. The next step is to resent this list to members to determine viability.

**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 a Reserve plan to identify expected costs in the case of a shutdown.
   1. Do we need more than the current Line of Credit and money already designated for emergency needs?
3. Publish a Long-Term Improvement Plan that includes a prioritized and quantified list of upgrades desired for the course.
   1. New Club House
      1. Preliminary drawing completed, estimated cost $1.5 million
      2. Project scope is to replace current facility
      3. Current cash flow would accommodate a $250,000 down payment and $100,000 per year until paid. Perhaps offer members a similar deal that was done to rebuild greens
      4. Location choices depends on a new survey coming soon
      5. Approval process requires extensive member discussions
      6. Benefits include more revenue from tournament play, rental of large grill room, avoid expensive maintenance for current building and a modern facility for members to enjoy
   2. Junior player opportunities, especially for local students. Minimal cost to the club.
   3. Improved Driving Range
   4. Improved cart paths
   5. Hole design changes
   6. Upgrade maintenance facilities

Next Long Range Planning Committee Meeting will be announced to all members at a later date. Contact Hugh Manning or Gary Keating if you wish to be involved with this committee.

**New Business:** None

**Suggestion Box:** None

**Certificate Holder’s Comments:**  None

**Next Board Meeting:** Meeting will be January 14th, 2020 at 6:00 pm.

Jeff Doyal made a motion to adjourn at 8:45 pm, seconded by Hugh Manning, Board Adjourned.

Minutes Respectively Submitted By

Billie Allardyce