

Minutes of the Monthly Meeting of the Hillcrest Golf Club Board of Directors Tuesday October 19, 2021

The regular monthly meeting of the Hillcrest Golf Club Board of Directors was held at the Hillcrest Golf Club on Tuesday, October 19th, 2021. President Brian Dommer called the meeting to order at 5:35 pm. Board members present were: Bill Warren, Bob Therrell, Brian Dommer, Britt Bassett, Jeff Thompson, Michael Anziano, and William Gwinn. Elliott Fitz and Jesse Larson had an excused absence for this meeting.

The following Hillcrest staff members were present: Amy Moody, Lindsay Mattison, Michael McCloskey, and Will Herz. Member Mark Walter was also in attendance.

A. AGENDA AND MINUTES

President Dommer added on item to the agenda under New Business: The nominating committee.

President Dommer asked if there were any revisions to the September minutes. Jeff Thompson moved to approve the minutes. The motion was seconded and approved by all.

B. PUBLIC PARTICIPATION

A letter was handed out to the Board from Larry, Sue, and Brendan Pederson regarding the Adaptive Golf Program. They expressed appreciation for the program and a big thanks to staff for their help.

C. FINANCE MANAGER'S REPORT

Amy Moody provided a detailed financial report in the monthly board packet. Some of the items she highlighted are: Hillcrest's net income through September is 163% higher than projected. Hillcrest is a seasonal business which requires enough profit through peak season to account for losses in slow and off-season months. September is the start of this seasonal slowdown and did show a small monthly loss.

The long-term debt with Exchange bank for the cart fleet rental was reviewed which resulted in a favorable correction to the reported amount. The cart lease runs through the end of 2022.

At the end of August, the Club has a cash balance of \$388k with long-term debt of \$637k. \$88.8k of capital expenditures have been made so far this year.

Progress continues on the new network connection project with FastTrack to get fiber to the clubhouse. Construction may start in November.

Collaboration among Hillcrest staff has led to improvements in invoice processing resulting into approximately \$5k in savings from early payment discounts.

Amy informed the Board that to continue our TBK line-of-credit would require Board approval. Director Thompson made a motion to continue the TBK line-of-credit for another year. The motion was seconded and approved unanimously.

Board Treasurer Therrell added that the 2022 budget will be distributed to the Board the week before the Board's Nov. 20th Budget Workshop.

D. GENERAL MANAGER'S REPORT

Michael McCloskey provided a monthly report in the board packet. Hillcrest has moved to fall operations with reduced staff. As operations slow more, staff will be reduced to bare minimum for winter operations.

Food & Beverage operations have been curtailed to 11-3 and will be reduced further. Planning is underway for what to do with F&B for winter operations to help support wintertime clubhouse activities such as the golf simulator.

The golf shop will start some fall sales to help clear out merchandise. There is around \$40k worth of shop credits yet to be spent.

Because of colder weather and morning frosts, Hillcrest will open at 10am starting next week. The Hillcrest course closing date has been set to Dec. 5th, dependent on weather.

Michael handed out a Tournament Report that was discussed. Hillcrest hosted 27 events in 2021 in which about 1900 players participated. There were another 18 tournaments hosted by other organizations from which Hillcrest collected about \$80k in revenue.

The clubhouse asphalt project is about 95% complete and will be finished up this fall if weather allows.

The indoor simulator will likely be installed next week. A discussion was held to see if the Board was interested in considering a second simulator as \$23k of the \$28k cost was recovered in the first year and member interest still seems high. The Board consensus was that Michael should do some research into the idea of a second simulator.

The long-delayed retirement party for Karen Gallegos (Office Manager at Hillcrest for 28 years!) is scheduled for this Sunday from 2-5pm. Seventy have responded to attend so far.

A brief review of some Key Performance Statistics and modifications to the report was held. The cost and revenue data per round is now available to help set the 2022 budget forecasts.

E. GOLF SUPERINTENDENT'S REPORT

Ken Kirby provided a monthly course maintenance report in the Board Packet.

Work is now underway on the Tee-Line Project for the driving range. Excavation has been completed, concrete framing is underway, and the concrete pour is scheduled for Friday. This new facility will be put into use this fall with our existing old mats. The 2022 capital budget will include money to purchase high quality and permanent tee-line turf.

The restroom at the end of hole #2 has been closed for the season as it has exposed copper. The other course restrooms will remain open.

The project to remove brick or wood walls around tees is about complete. The soil has been tapered and grass planted. This will increase crew efficiency as these areas can now be quickly mowed with a rough mower instead of hand trimming around them.

The maintenance crew is now down to six full time staff and will reduce to four later this month. The crew will remain at four until the irrigation lines are blown out, tentatively scheduled for 11/22.

Winter preparations will continue as the weather cools off with the removal of bottle fillers, ball washers, and green fungicide treatments.

F. COMMITTEE REPORTS

1. Golf Operations Committee

Director Anziano provided a writeup for the board packet. He noted that the new policy on member code of conduct has been utilized a couple more times and seems to be successful. A more comprehensive end-of-season survey is being considered, possibly to be conducted in January.

2. House Committee

Director Bassett reported that the clubhouse rooftop solar project is still moving slowly along. Supply chain issues are affecting solar supplies. Lindsay reported that annual clubhouse inspections, such as for fire alarms, are now being scheduled. Some bids for future capital projects, such as bathroom models are now being requested. The north and south storage rooms have been painted.

3. Policy Committee

Director Warren noted that the new code of conduct policy has been used a few times already, but is new to members. It will be included as part of the membership signups next year. He suggested that a winter newsletter includes a discussion of this new policy.

A brief discussion was held regarding loud music and if any policies need changing to address it.

G. NEW BUSINESS

1. Board Nomination Committee Report

Director Anziano reported that the committee, which also included Directors Fitz and Gwinn, have reviewed the director election nominations and are forwarding eight names to be approved by the Board for the 2021 board election. The names were read and if approved, they will be contacted to prepare their election candidate packet materials.

Director Bassett made a motion to approve the eight names forwarded by the Board Nomination Committee. The motion was seconded and following a brief discussion, was passed unanimously.

H. EXECUTIVE SESSION

Director Warren moved that the Board go into Executive Session to discuss staff reviews. The motion was seconded and passed unanimously. With only Directors present, the Executive Session started at 7:18pm.

The Board returned to open session at 7:50 pm.

I. UPCOMING CALENDAR ITEMS

The next board meeting will be held at the clubhouse on Tuesday, November 16th, 2021 at 5:30pm. A budget workshop meeting is scheduled for Saturday, November 20th.

J. ADJOURNMENT

The meeting was adjourned at 7:52 pm.

Submitted by Britt Bassett, Board Secretary