

MINUTES OF THE MEETING of the BOARD OF DIRECTORS HILLCREST GOLF CLUB

Tuesday November 17, 2020

The meeting of the Board of Directors was held at Hillcrest Golf Club on Tuesday, November 17, 2020. President Bryce Fauble called the meeting to order at 5:30 PM. A roll call was taken and the following Board members were present: Bryce Fauble, Marcia Bisinger, Jesse Larson, Britt Bassett, Brian Dommer, Bill Warren, Jeff Thompson, and via Zoom Bob Therrell and Michael Anziano.

The following Hillcrest staff members were present: Amy Moody and Michael McCloskey.

MINUTES:

Bryce asked if there were any revisions to the October minutes as written. As there were none, Bill W. motioned to approve them, 2nd by Jesse L. Approved and to be filed.

PUBLIC PARTICIPATION:

This is the time set aside for members to ask questions, share concerns or give ideas to the Board and the Hillcrest staff. No members were in attendance.

Bryce distributed an email received regarding tee time availability, or lack thereof before early afternoon, as well as same member's email on possible solutions. The topic was discussed in length. Bryce recommended yet again that a small committee including the GM should look at this in the off season to address solutions. Bryce will respond to the member who wrote the emails.

GENERAL MANAGER'S REPORT: MICHAEL MCCLOSKEY

- Michael M. thanked all the Board members who attended last week's 5 hour long workshop on the 2021 budget. The input was very helpful and the feedback is being worked into a revised budget.
- COVID-19 Operations Update: Michael reported that San Juan Public Health Basin is moving the county to level red this Friday. He is awaiting more information on how that will impact the club as far as outdoor play and also use of the simulator. An email blast will go out later in the week with any changes. Mask wearing and new signage has been the focus the last week.
- Closing Day— December 6 is the scheduled last day depending on weather and any new restriction due to the pandemic.
- Golf Simulator Update: The simulator installation will be completed as soon as the renovations / painting is finished in the club house space hopefully by Friday. Staff training will follow. The marketing flyer was presented and has been updated with new pricing.
- Office Manager Hiring Update: 51 applications were received encompassing a wide array of candidates. The committee will review them all Thursday to narrow the field for the interview process.
- Holiday Merchandise Sale – Sale begins Friday 11/20 and will go through the holiday season. There will be new collections available for this sale. Details will be forthcoming and depend on if there are any new restrictions imposed due to the pandemic.
- KPI report was presented. We are close to having 50,000 rounds played this year but likely will be shy by a few hundred. This would be a remarkable accomplishment.

FINANCE MANAGER'S REPORT: AMY MOODY

- End of month cash balance is \$300K. Long term debt balance is \$964K.
- Total income is \$1.5 M which is 13% higher than budget. Operating expenses are \$1.5M which is 7% higher than budget. Excluding \$36K of expenses attributable directly to COVID which were not in the budget, total expenses are 4% higher than budget. Net income is \$31K which is \$76K higher than budget.
- Net cash provided is \$226K, including PPP debt proceeds of \$146K and \$80K from operations. Long term debt principal payments are \$106K.
- Capital Expenditures – There was no capital spending in October. Dining room furniture will be purchased in November for an estimated cost of \$5K. YTD capital purchases are \$92K. Brian D. mentioned that in the original budget was \$10k for a gate to the maintenance entrance. Ken is getting bids as there are funds available yet this year to complete this and security is a concern. Brian D. made a motion to approve \$12k be put back in the budget for this year for the gate, 2nd by Marcia B. Motion carried unanimously by show of hands.
- PPP/SBA Loan Update – We continue to wait for Congress to pass the loan forgiveness certification.
- Internet / Phone Update – The site survey was completed and the project is moving forward.
- Procedural / Tax Return Update – The club's tax return was filed by the deadline on the 16th. Amy will send the agreed upon procedures to the Board for information. Any questions should be directed to Amy.

GOLF SUPERINTENDENT'S REPORT: KEN KIRBY VIA REPORT

- Fall fertilizer application has been completed.
- Fungicide was applied for protection against snow mold.
- Four new trees were planted as part of the grant funding acquired by the city. 8 trees / year are slated in the grant for Hillcrest which we are grateful for as they also pay for the planting. These are deciduous trees which will add some variety to the course.
- Seasonal employees have been let go.
- The blow out of the irrigation system is scheduled for November 20.

COMMITTEE REPORTS:

- House – Bryce pointed out the new paint colors in the club house and everyone agreed that it is a huge improvement creating a more inviting atmosphere to the dining area. The new furniture has also arrived so the dining area will have an updated and fresh new look.
- Golf Operations – Michael A. reported in addition to M. McCloskey's report that they met on November 13 to discuss operations. Michael is planning for a winter survey about the 2021 golf season. The intent is to develop a more detailed set of questions to obtain useful data about golf operations and distribute it after the "Early Bird Membership" sign-up period. In summary, he wanted to thank Michael McCloskey and all of the staff for the successful year and smooth operations we've had despite the challenging and unusual conditions.
- Policy – Bob Therrell gave the bylaw of the month review within Article VIII to further educate the Board.
- Junior Golf Foundation – Michael A. reported that the HJGF had their annual meeting end of October. They have some scholarship funds leftover and have budgeted \$10k for 2021. They'd like to collaborate more with the club on Junior Golf in 2021 so as to work together more effectively.

UNFINISHED BUSINESS:

- Solar Project Update – Bob T. reported that Solar Works has just started to look at the project.

NEW BUSINESS:

- Election Results: Marcia B. reported that the electronic ballot process went very well and about 32% of the eligible voters cast their ballots. The paper ballots were counted on Monday and the results certified. The three candidates elected are Jesse Larson, Elliott Fitz, and Bill Gwinn. All candidates were informed and those who did not get elected were encouraged to try again next year.
- The budget is in the process of being revised with the input received at the workshop last week. The final proposal will be completed and presented in December.
- Bryce reminded the Board about the discussion at the last executive session where Brian D. outlined the criteria for retiring Board members to qualify for an outgoing thank you incentive for all the work and time they put it in during their term. The incentive is a one year paid membership for the year after they serve with everyone in agreement it is well deserved. Bill W. made a motion to accept the agreed upon proposal for that incentive with the qualifiers as presented, 2nd by Brian D., motion passed by show of hands with one opposed vote.
- Bryce stated that the contract for the 2nd Assistant Grounds Superintendent was prepared and recommended the Board approve it to be presented to Eric Dunn. Contract is for one year. Jeff T. made a motion the Board approve the contract, 2nd by Jesse L., passed unanimously.

CALENDAR ITEMS:

The Annual Meeting and next Board Meeting (new Board members) is scheduled for Tuesday December 8 at 5:30PM.

At 6:48 the meeting was suspended to go into Executive Session. Meeting was readjusted at 7:40.

ADJOURNMENT:

Jeff T. made a motion to adjourn, 2nd by Bill W. Meeting adjourned at 7:41 PM.

Respectfully submitted,

Marcia Bisinger,

Board Secretary