

Executive Summary Board of Governors Meeting Minutes

Tuesday, May 11, 2021 at 9:00am

Attending: Karen Adair, Mark Bonner, Art Camiolo, Claire Comstock, Mark Mitchell, Tom Spaeth; via telephone Ron Rosselot, Beth Wardlaw; Mr. Meersman joined the meeting at 9:33.

Called to order at 9:01am.

Mrs. Comstock called for a moment of silence for Don DiBrita.

Executive Session

- Called by President – *Motion to approve the appointment of Mike Meersman on the Board as Vice President and Chair of the Long Range Planning committee was made and seconded, approved.*

President's Report – Claire Comstock

- Board of Governors Meeting minutes approval for 4-19-21
Motion to approve the minutes from the 4.19.21 Board meeting was made and seconded, approved.
- Listen Up Estero & Other Member Correspondence – None
 - Member would like to see mandatory vaccinations for employees
 - The Committee Volunteer thank you gift bags were well received by members.
 - Request that bushes be trimmed on the left side of #8.

Finance Committee Report – Mark Bonner (Presented by Dan Newman)

- Review April 2021 Financials
 - Balance Sheet:** The balance sheet was reviewed first. Operating Cash balance is \$2,741,230 in SunTrust and Wells Fargo. The Capital Reserve balance is \$698,359 in SunTrust and Wells Fargo. The renovation account in Wells Fargo has \$545. The cash has not been correctly allocated to the three accounts yet. There was a decrease on golf merchandise inventory of \$22,127 and we should continue to see that trend down over the summer.
 - Summary Income Statement:** The Net Operating surplus for the month was \$19,416 which was \$25,214 unfavorable to budget. The revenue of \$510,264 was \$7,987 more than budget, driven by strong golf merchandise sales. Non-Operating surplus, including renovation revenue of \$58,860, of \$73,333 was \$12,810 below budget for the month.
 - Dues:** Operating dues of \$283,941 were favorable to the budget by \$2,581 in April. There were 40 Sport memberships with a budget of 45, creating a \$1,696 deficit in the Sport memberships. Year to date dues revenue of \$1,668,931 is \$1,951 below budget.
 - Administration:** Total Administration expenses were \$4,134 unfavorable to budget for the month of April. Variances include \$1,174 higher in property insurance per month, which will be \$15,000 higher than budget for the year, as well as a timing difference in audit fees as well as extra auditor costs associated with the Cares Act tax credits.

Membership & Marketing: Total Membership and Marketing expenses were \$2,427 favorable to budget for the month. For the year Membership is operating \$7,462 better than budget.

Golf: Golf revenue of \$142,572 was \$10,066 favorable to budget for the month and \$61,221 favorable to last year, due to Covid closings. Golf merchandise sales of \$34,784 were \$16,629 more than budget in March and are \$24,991 more than budget year to date. The only variances were in greens and cart fees due to less guests due to Covid restrictions as well as paying \$20,520 for the 12 extra golf carts used during season. These golf carts were needed due to having one player per cart due to Covid. The net income for April was \$51,084, which was \$12,244 worse than budget, due to the extra golf carts. Year to date the Golf surplus of \$372,637 is \$47,693 below budget. Rounds were up 1.2% over this month 2020 (5,161-5,102) with guest rounds up 12,100% (366-3). In March 2020 we had 757 cart rounds and 4,345 trail fee rounds. This year cart rounds increased to 1,133 (49.7%) and trail fees decreased to 4,028 (-7.3%).

Golf Course Maintenance: Total Golf Course Maintenance expenses were \$7,333 favorable to budget for the month and \$6,781 favorable to last year. Variances included a timing difference in fertilizer granular as well as the first of two unbudgeted approved verticuts. Golf Course Maintenance is operating \$26,487 better than budget year to date. This is mostly due to lower water costs of \$16,519 and the remaining are timing differences in chemicals and fertilizer. Most of this will be spent this year.

F&B: The COVID-19 pandemic has had a significant impact of the food and beverage department. The club food revenue in April of \$55,446, including \$2,455 for Mr. Scully's event, was \$3,759 less than budget and \$4,880 more than last year. The total beverage revenue of \$26,307 was \$2,113 less than budget and \$8,245 more than last year. Variances included salaries and wages due to budgeting for 2 nights but being open 6, as well as paying \$8,736 in gratuities that were not earned during the Clubhouse closing due to Covid as well as higher Styrofoam costs due to additional take out. This was partially offset by a savings in linens due to having smaller indoor capacity.

Operations in Food and Beverage had a deficit of \$46,136 which was \$18,059 unfavorable to budget for the month and \$36,495 unfavorable to last year. Year to date, Food and Beverage has a deficit of \$247,713, which is \$112,569 worse than budget.

Racquets: Racquets was \$47 favorable to budget for the month and \$1,500 unfavorable to last year. Year to date, Tennis has a deficit of \$62,220 which is \$125 favorable to budget.

Clubhouse: Total Clubhouse expenses were \$3,175 unfavorable to budget for the month. This including spending \$1,700 on floor protection of the carpet in the main dining room during the renovation. Year to date the Clubhouse department has a deficit of \$161,718 which is \$4,654 worse than budget.

Capital: The only Capital addition in April was \$16,984 for a Top Dresser.

Membership: The Membership worksheet indicates we have 338 golf members as of April 30, 2021. In addition, there are 164 social members and 40 sport members.

AR Aging: The aging report has 2 members over 90 days.

New Business:

- Renovation is going well no surprises so far and it is on time and on budget so far.
- Sarah Noone will start as the Club Accountant on Monday May 17th. Dan is very excited for the assistance.

Operations Report – Joseph Iafe

- Fiscal Year Renovation Forecast Update
Due to operating priority levels around the Club and vacancies in accounting, management has not updated the forecast this month. We expect to have it completed in the next week or two and will share via email.
- Mark Thomas has successfully completed orienting his Greens Committee. Each committee member had the opportunity to wake up at 6am and meet Mark at the Maintenance building for about a 3-hour interactive tour of the facilities and golf course learning about the challenges we are facing.
- Project remains on schedule and on budget.
Construction Committee will begin meeting today and meet every other Tuesday at 1:30pm with our on-site supervisor, Mario Andre, Architect, Adrian Karapici, and Heatherwood supervisor, Ralph Valdes.
Mario Andre will present a detailed progress schedule to the committee at each meeting which was Mr. MacDougall's request and Adrian Karapici will walk the committee through the project. Interior Design Committee are finalizing artwork through a zoom meeting this Thursday at 10am and continuing to assist the Club in sourcing a mobile salad bar and room dividers. Over 409K has been processed in FF&A deposits over the past couple of weeks.

Golf Committee Report – Beth Wardlaw

- The Golf Committee recommends that the Board allow the Golf Shop to host an outside fundraiser for Challenger Baseball on Saturday, May 7, 2022.
With a possible conflict on the date (Kentucky Derby and Mother's Day) the committee will go back to Challenger Baseball with a change of date to the next Saturday.
- The Golf Committee recommends to not continue with preferred tee times for group play on Thursdays moving forward. After meeting with the group leaders, the committee sees no reason to accommodate the request.
Motion made to not continue with preferred tee times for group play on Thursdays moving forward, seconded, approved.
- Summer Ranger – to help speed up play and help Summer Members/Reciprocal/PGA players get acquainted with our course and club rules.
- We have a new Outside Services Supervisor, Tommy Wood. Tommy is currently conducting interviews for starters and/or additional outside service members. Golf Shop staff will be performing starter duties periodically until new staff is brought on and trained.
- Member demand for tee times has lessened with more and more members heading north for the summer. We will continue utilizing crossover tee times in the morning and afternoon with a focus on maximizing revenue through placement of reciprocal and PGA Pass rounds on the tee sheet. The morning crossovers will be modified by blocking two or more times from 9:06-9:22 off #10 to create a quicker pace of play for the early morning players. We will attempt to place recip and PGA Pass players off the tenth tee away from members to maintain pace of play.

Events

- The Ladies' and Men's Shootouts were held on back-to-back Saturdays in April. Keeping with the traditional format, we had 20 ladies and 20 men compete in the respective shootouts. Spectators were abundant, and everyone enjoyed great weather and good golf.
- On Saturday, April 24 we had an open play shotgun in the morning and an afternoon shotgun for the Nancy and Jim Scully Memorial Scholarship event. There were 136 players in the afternoon,

and the efforts of the members raised over \$10,000 to support athletic scholarships for Wolcott High School in Connecticut.

- Sneaks & Cleats was cancelled due to lack of participation.
- The ELGA closing luncheon was cancelled due to rain.

Rounds Review

April 2021 - Total Rounds for April 2021 were 5,161, up 59 (1.1%) from April 2020.

Member rounds were down 304 (6.0%) from the previous year, marking the first month in many that member rounds decreased from the prior year. Non-Member rounds were up 363 (12,100%). No guests were allowed in April 202, while guests were plentiful in April 2021. We hosted 230 Equity Guest rounds and 128 Family Guest rounds in April. Trail Fee rounds accounted for 78% of rounds played; cart fee rounds represented 21%.

Membership Committee Report – Tom Spaeth

- April Membership Changes for Approval

New Members

Moyer, Russell & Jennifer	Social	Kreutz
Langlee, Eric & Lisa	Social	Micros
Lage, Patricia & Hiltz, Timothy	Silver-2 golfers	DiBrita (second home)

Summer Trials

Burnham, Mook, Shea, Sanders, Bonuito, Becker, Thrun, Anderson, Church, McFadden

Sale/relinquish

Kreutz to Moyer

Micros to Langlee

Motion made to approve the April membership changes, seconded, approved.

- To eliminate PGA Pass access in 2022

Motion to eliminate the PGA pass in 2022 was made and seconded, approved.

- Exempt Social Members from the Vines Three-Year limit on membership transfer to an individual.

Motion made to exempt Social members from the Vines three-year limit on membership transfer to an individual, seconded, approved.

Ad Hoc -COVID-19 Task Force – Tom Spaeth

- Beginning May 15, 2021, the expectation should be for all foursomes to have a maximum of 2 carts.

Motion to accept the above was made and seconded, approved.

- The Task Force recommends that all remaining COVID protocols be eliminated on June 1, 2021, except:

- Staff must continue to wear masks
- Unless seated, masks must be worn by members/guests when indoors
- Walking and the use of a pull cart permitted with payment of daily cart fee

Motion made on the above, seconded, approved.

Racquet Committee Report – Ron Rosselot

- Lisa gave an update of the committee's progress
- Look at results of survey

Grievance Committee – Art Camiolo

- Held first meeting last week.

Greens Committee Report – Mark Mitchell

Greens

Not too much to report as greens have been in great conditions, we have seen some root development. We are now going into summer season and we now need to focus on removing as much grain as possible. We have switched to dyna blades which are more aggressive. These practices will be carried out on the Tuesday closures.

Campbell Aerification company came out and deep solid tine the greens on Monday 19th. Very happy with the results and have seen some improved rooting.

We will continue to alternate the verti-cutting with 4 inch tines on the Tuesdays.

Tees/Fairways/Approaches

I have seen a great response with the recent warm weather, rain, and fertilizer applications. We are seeing a tremendous amount of growth, that we have begun to circle cut, especially the tees. I am happy with these playing areas and believe we may get there sooner to ensure better playing surfaces especially for the season.

There are still some areas that need attention, these are poor soil conditions and poor irrigation coverages, and we hope to address these during the summer. GOLF COURSE MAINTENANCE continued

We are still trying to control the weed pressure, majority of these are in the weak areas. I have scheduled a wall-to-wall pre-emergent herbicide application with Dimension. This will be followed up with a 0-0-22 fertilizer application.

We will be carrying out our wall-to-wall Chipco Choice application on May 11th. This is to control Mole Crickets and Fire Ants. I understand these insects a huge problem here at ECC. The sandy soils are a major contribution to the problem as are nematodes. I will not be applying any nematicide at this time and will evaluate as we go through the summer. I would rather apply microbes and nutrients first to provide a healthier and tighter plant.

Roughs

Lattitude is still very weak and surprisingly we are growing a good amount of grass in some areas of the golf course, but root structure is still very poor. We have noticed the drier the condition it is the latitude is weaker and some areas of grass is peeling away like a carpet. Some trap edges are starting to collapse due to higher contents of sand build up.

We are applying a soil drench along with some other nutrients recommended by New Generation Ag in the next couple of weeks and I hope to see some improvement before we begin our summer closures.

I still plan to carry out some test plots this summer. We plan to use a truckload which consist of about 16 pallets. Currently two grasses that are popular is the 'Bimini' and 'TifTuff'. Gordy Lewis informed me that Olde Florida are installing TifTuff this summer. I know the Director of Agronomy and he has been experimenting for years, although I do not think they have the same amount of traffic as we do here at ECC. It will give us a couple of years to experiment the grasses. Areas to be sod are high traffic areas and a bunker for each grass.

Irrigation

This still is my number one priority going into the summer. It continues to be an everyday struggle and very time consuming. As for this month we have had 8 failed heads, luckily, we were able to re-use the heads from the back lawn. Hole #1 had a main line break that was fixed. We have a lot to do, and I hope we have enough time throughout the summer to get what needs to be accomplished.

Big projects include heads to be moved away from Landscape material or closer to other irrigation heads to make the coverage, most of them are on the lake banks.

We will need to continue to add nozzles and raise and level heads. I have purchased 5 Rainbird heads; these will replace the Greens heads on hole #17. I would like for us to complete and exchange all the Greens heads out to Rainbird by the end of this summer. This will allow us to keep the toro greens heads

in inventory and used on the golf course to replace heads that fail. It is my recommendation that we consider a plan to replace the rest of the golf course heads. We have 1409 heads including the Greens heads. To break down the project, we could consider completing this over a 3-year plan.

Front 9 -2022 Back 9 – 2023

Wiring and ICM installation – 2024 (this would replace the satellite boxes that we currently have in the field). However, we do have to consider the irrigation piping. I spoke to a former Superintendent Russ Geiger who used be at Hole in Wall. They installed the piping in 2009, one year older than ours. Russ informed they had numerous of irrigation line breaks. There is some history on why our is failing, a lot of this had to do with the thickness of the wall and how the saddles were fused. Russ said we will continue to have breaks. Hole in the Wall re did their irrigation system last year 2020.

Russ now owns company and does irrigation audits, GPS, and surveys. With his resources and experience of the HDPE, he may be able to help us should we need to inform the membership if we decide to go that route. Gordy Lewis recommended I talk to him. I would like to investigate what options is best for the Club financially and utilizing the Capital reserve funds if approved.

Equipment

We currently have four carts that have not been in used since my arrival. As part of the forecast budget, we need to spend up to \$5,000 to get these up and running, especially with summer arriving and we typically struggle for carts to be available.

Existing rotary rough mowers are doing a lot of damage to the latitude, the deck wheels are digging into the turn and with the suction of the deck it is pulling some of the latitude out of the ground. We are looking to see if we can swap out the decks and use reels. I will need to work on a long-term plan for our existing equipment with several equipment ageing and will become a negative impact financially on our operating should failing parts arise. I do foresee that next year operating budget will significantly increase to cover those unknown expenses unless we work out a lease program that could bring the operating budget down substantially at least 50%. We are currently over budget on this line item. The existing budget has not been reflecting the true number due to equipment not been worked on or maintain as should be.

Staff

We are currently 3 employees with one of those being a workforce employee. We have recently advertised through craigslist and marketplace. We have had a couple of enquiries, but they are demanding more money. To obtain experienced employees after speaking to other Superintendent in this area we are looking at \$15-\$16/hr.

Beds/Landscape/Trees/Paths

Tree trimming on hole #8 was carried and completed. More trimming is need in this area for all the Oak trees along the homes, they need to be raised and thinned out. I will have this carried out in August when funds are available. Bushwood will begin to do an inventory of all trees on the Golf Course and present a plan/program for us. This can be presented for our 2021-2022 budget.

Trimming of all landscape material will be contracted out to Golden Services. It has been proposed to take 12 days for the initial trimming since majority of the plants are overgrown. It has been recommended to trim every 6 months, twice a year and will be proposed to take 5 days.

A decision for the cart path extension on hole #16 has yet to be decided.

Nominating Committee Report – Ron Rosselot (n/a)

House and Entertainment Committee Report – Karen Adair

- Glassware dish washer & ice machines (inside building) leases have been cancelled until re-opening to save on expenses.

- Also tablecloths have been cancelled.
- Potential Club Closure during dinner service due to no water after pipe broke on 4/13/21 around 4pm until about 6pm and twice intermittently after that.
- April 1st and 3rd entertainment (Thursday and Saturday) cancelled due to Club Closure.
- Clubhouse was closed and reopened on 4/7 for lunch and dinner delaying the launch of new ala carte menus.
- First ala carte brunch will be Mother's Day (48 reservations as of 5/3)
- Current menus will run through May.
- Raw cost of food continues to rise with some items being hard to find. EX- the club usually uses a choice plus program beef tenderloin called Chairman's reserve from Cheney Brothers and the cost is typically in the \$12/# range for whole loins. Recently the company was completely out of the Chairman's Reserve and we were forced to purchase a regular choice grade produce at \$15.79/#. This is also partly due to a national truck driver shortage.

Long Range Planning Committee Report - (n/a)

Ad Hoc Construction Committee Report - (n/a)

Enhancement Committee – Presented by Claire Comstock (n/a)

Old Business (n/a)

New Business

- Club Benchmarking Proposal – Ron Rosselot
Motion made to accept option 2 – Full Board Orientation to be scheduled in August, seconded, approved.

After Executive Session, an escorted tour of the renovation progress will be given by Joseph Iafe, GM.

Adjourn – *Motion to adjourn was made and seconded at 11:37am, approved.*

Next scheduled meeting: Tuesday, June 15, 2021 at 9am