**Monthly Board of Directors Meeting**

**October 23, 2024**

**Board of Directors:**

Sara Joyner, President Don Cantore, Vice-President

Ashley Artale, Secretary Gary Honaker, Treasurer

Becky Allen, Director Tim Alley, Director

Roy Boone, Director Pam Dillon, Director

John Pond, Director

**Committee Chairs & BOD Reps:**

**Greens:** Don Cantore

**Financial:** Gary Honaker

**Social/Membership**: Ashley Artale

**Pool:** Pam Dillon

**Pickle Ball Courts**: Sara Joyner

**Plant Property:** Roy Boone

**Tournament/Memorial**: Gary Honaker

**Liaison to Hills Grille**: Becky Allen

**Recorder:** Bill Cave

**ADMINISTRATIVE:**

**A.** **Call Meeting to Order**: Board President, Sara Joyner, called the meeting to order at 6:04 PM

**B. Roll Call**:

 **a)** **Board Members**: Ashley Artale, Roy Boone, Gary Honaker, Don Cantore and Sara Joyner

 Absent: Tim Alley, Pam Dillon and John Pond

 **b)** **Managers**: Bill Cave and Dawn Lawson

 **c) Members**: None

**C.** **Added Agenda Items by Board Representative or Member**: None

**D. Presentation of Prior Monthly BOD Minutes**:

 a) **Call for Corrections, Revisions or Additions**: Completed

 **b)** **Call for Approval**: The September 2024 Board minutes were approved and sent to voting members by email

**E.** **Remembrances**: None

1. **Financial and Business Office Update**: **Bill Cave**

Financial Reports

* September was a positive month across all areas and showed an increase in our projected year-end net income to $116,756.
* Capital expense budget has $9,033.85 remaining plus additional $4,000 from sale of used roller.
* Grille numbers were really positive for September, especially with COGS and Profit Margin. Dawn indicated numbers show better for September as 2 functions from August were not entered until September

Business Office

* Met again with Health Insurance Account Representative and I sent a written proposal for 12/1/2024 renewal. Proposal is to keep same insurance with the 3% increase in premium. Will offer employees option of lower deductible plan, with employee paying premium difference. Account Rep stated that we were very competitive with what we offer with our health insurance. Proposal also recommends increasing HSA monthly contribution from $75/month per employee to $100/month. We currently contribute for 5 employees, so this would be an annual increase of $1,500. Board discussed options on HSA. Board approved renewal for 12/1/2024 of current plan, with employee option to have lower deductible plan with additional being paid at their expense. At time of budget approval will determine if HSA will remain at $100/month or possibly could be increased.
* As reported last month, Marie and Bill met with Lightspeed and after that meeting, we got access to some reports that has aided Marie in her daily balancing. Only outstanding issue is being able to pay Family accounts online. This remains the most confusing aspect of the new system for members.
* Repairs to Pro Shop deck in the works. Initial contractor backed out. Have commitment from new contractor with bid of $952.00. They indicated work should be completed by end of next week.
* Years ago, we offered our maintenance crew uniform service. Received request to start that back up, due to the increase in wear and tear on their own washers and dryers. Received two bids, Cintas and Virginia Linen. Best quote was Virginia Linen, which would be $148.15/week, or annual amount of $7,703.80. This would be a new budget item. After Board discussion, it was determined that this would be decided at time of 2025 budget approval.
* In checking By-Laws, there needs to be an update on dependent children. It appears clear on brochure, but By-Laws only addresses grandchildren. Also shows age up to 22. In prior years, Board had extended this to be “while still in school.” Ashley will update By-Laws along with other changes being made.
* Membership question. We have an out-of-town member, who is planning to move to the area. He paid for one year as out of town member. If he upgrades to full membership, how should we handle 2-year commitment? He has satisfied one year, but when he first joined, he didn’t sign for 2-year commitment as its not required for out-of-town members. This will be discussed further later under membership.

Budget

* Bill reported that preliminary budget for 2025 has been completed. Have meeting scheduled with Gary for next week to discuss details of budget. After that meeting, will meet with Executive Committee to discuss further. Goal is to have budget to full Board for discussion at November meeting. Final approval of 2025 meeting scheduled for December. Bill reported that early estimates of money available for Capital projects would be around $100,000-$110,000, depending on additional things that may be approved.
* Ashley had done some research on guest fees at neighboring clubs regarding golf guest fees and felt that we needed to reconsider guest fees in 2005 budget.

**2. Hills Grille: Dawn Lawson and Becky Allen**

* Dawn, Becky, Ashley and James Atkins met to review possible renovation of Grille for the next phase of construction. James Atkins indicated that there was sufficient space, but the space needed to be more efficiently utilized. Dawn and Becky presented a preliminary plan. The group will work on getting some cost estimates and final plan to present in a future Board meeting.
* Dawn reported that final golf outing is next Monday and final Thursday night golf night is tomorrow.

**3. Greens Committee: Don Cantore**

* Don presented proposal for purchase of a demo Verti-Cutter. The plan was to have a new Verti-Cutter in 2025 maintenance equipment package. We have an offer to buy demo piece for $3,000. Don indicated that the new piece in 2025 would be more expensive, but he has no way of knowing the exact amount of savings. He feels that our savings would be in the neighborhood of $1,000-$1,500. After discussion the proposal was approved 5-0. Don indicated to Bill, that we needed to make sure that these were deducted from 2025 package and additional equipment is not added.
* Reviewed Greens Committee prioritization of Capital projects for 2025 from the Greens Committee minutes. Sara asked if the $3,000 for resodding tees would complete the tees and Don indicated it would. There was discussion around additional maintenance shed. Don indicated that several large pieces of equipment remain outside exposed to the weather. Most important equipment, such as greens mowers are kept inside. Don indicated that he was not looking for approval, but wanted to have list available for 2025 budget discussions.
* Don indicated that additional cart path renovations are recommended to continue if finances allow,
* Don presented proposal for additional overtime pay for Saturdays and Sundays for maintenance employees, as well as Holiday pay. There was significant discussion on both topics and it was determined that these would be decided in conjunction with the 2025 budget. The point was made that decision needed to be fair to all employees of the club.
* Sara asked Bill to determine status of signs to be posted on #1 and #10 tees reminding members to fill divots and repair ball marks.
* Gary reported that he met with William Monroe and Madison golf teams. They then had a work day to fill divots on the course. Both teams indicated that they would be willing to do this several times during future seasons.
* Board reiterated that Golf Course Superintendent Rodney Taylor has final say on any portion of the course that needs to be closed due to conditions.

**4. Social/Membership Committee Update: Ashley Artale**:

* I new voting member, golf single, 2 member changes and 5 resignations. New voting member approved 5-0.
* Total voting members now 500.
* Proposal presented to remove 2nd Club Membership as an option. Additional proposal to combine Young Adult memberships into one membership at 18-35, priced at the current 30-39 rate. Current members in the different categories would be grandfathered in. These changes will be effective 11/1/2024 and was approved 5-0.
* Additional proposal made to eliminate waiver of initiation fee with 2-year commitment. Proposal included raising initiation to $1,500. $500 of initiation would be due at time of signing up, with the additional $1,000 to be paid over 10 months. This would be effective 12/1/2024. Business office will send out notice of this change to members. Motions made and approved 5-0.
* Discussed procedure on recent situation brought to Board on request from member to resign membership 6 months early due to health reasons. Don stated that business office should have sent request to Membership committee, who would make recommendation to full Board. Bill indicated that business office had always made these requests straight to the Board and wasn’t aware that they should send to committee. Don felt there should have been some negotiation with the member.
* Discussed approval limits for standard operating procedures on purchases. After discussion, there will be further review in committee.
* Fall Festival was a success. 35 kids had signed up.
* Becky asked about planning for Christmas Party. Ashley said that had been taken off the Social committee and that Pro Shop was handling. After discussion, it was decided that the Pro Shop would handle the awards portion and the Social committee would handle plans for party.

**5. Plant/Property Update: Roy Boone:** No issues discussed.

**6. Pool Committee Update**: **Bill Cave**

* Bill reported that based on last month’s meeting he had begun researching automatic pool cleaners. He had asked Julie to provide typical hours spent vacuuming pool. After that information is received, he will complete cost/benefit analysis.

**7. Tournament Committee: Gary Honaker**: No report

**8. LGA: Becky Allen:**

* Octoberfest was a success. 76 golfers. Event made $2,700.

**9. Old Business**: None

**10. New Business:**

* Ashley is getting updated quotes on carpet and new counter for Pro Shop.

**11. Executive Session (As Needed :)** None

**12. Next Scheduled Meeting Date**:

* Due to Thanksgiving, next meeting will be Tuesday November 26,2024 at 6:00 pm. The December meeting will be 12/18/2025 at 6:00 pm, due to Christmas.

**13. Meeting Adjourned**:

* Meeting adjourned at 7:55 pm.