

# EL PASO GOLF CLUB MINUTES

January 17, 2024

## CALL TO ORDER

The regular board meeting of the Board of Directors of the El Paso Golf Club, Inc. was held on the above date at the clubhouse. The meeting came to order at 6:00 pm.

Present were directors: Aaberg, Marten, Mounce, North, Spachman, Walker, Weldon and Young. Also present was employee: R. Robbins.

## GENERAL MANAGER REPORT (Robbins)

- Staff is in deep clean mode. The remaining staff are doing a very deep clean on the kitchen, bar & clubhouse. Cleaning is being done everywhere. Mike Adams has been doing some updating, painting, etc. in the pro shop.
- New chef hired & will start in approximately 2 weeks, possibly less. His name is Bill Bikai. He is currently at Rivian. He has vast experience, including prior employment at 2 golf courses. We are very optimistic he will be a great fit. He is very excited for the opportunity & to get started. Since the recent cook Mike was let go the remaining staff were told they need to re-apply if interested in working. So far none have.
- There is probably a need in the kitchen to only have a smaller flat top & more burners & grill top in the limited space we have. Bill can assess when he starts. Robbins thinks this would be no more than \$5000-\$6000. A Shaam warmer would be a great investment also if possible.
- Possibly changing the back of the bar area with different shelving & display area. Would also like to have a 4-6 foot kegerator to have beer on tap. Will need to get a cost for this. The new touchless urinals & soap dispensers have been installed in the men's restroom. Dividers are being cleaned & painted.
- Have another company getting a front double door quote. This will have to be a custom project because the door sizes aren't standard.
- Worked on year-end numbers and talking with the auditors to get everything completed. Getting all the year-end inventory numbers to them asap. They are still needing to do some accruals for December. Dues were billed & some revenue is starting to come in. All the December events have been paid except one.
- Will begin working on hiring for food & beverage staff where needed. Have met with current staff to begin getting ready for next year.
- GolfNow contract has been turned in and they said Premier will be contacting us soon to give us dates & next steps for the new software.

## SECRETARY'S REPORT (North)

- The minutes were sent via email to everyone previously. Motion was made by Walker to approve and seconded by Young, approved by the board.

- Working on all the stockholder lists, email correspondence & documents to post on the website. Have 2024 & the By-Law proposals posted. Have most everything else ready & will complete posting tonight through Friday.
- Have been in contact with Doug & Carrie Leather's on material they will need. Have an email with those documents ready to send them tomorrow. Will also print out everything they need including labels. Robbins will have both size envelopes & a roll of stamps ready for them also.

### **TREASURER'S REPORT** (Mounce)

- Have been diligently working with the accountants & Robbins on completing the budget & year end financials. Presented the board with year-end financials so far for questions & comments.
- The 2024 dues got billed in 2023 so the auditors are working diligently to back that out and balance since it is not 2023 revenue.
- Have spent approximately \$59,421 on irrigation, \$23,521 on parking lot, \$2,200 on trailer, this past two months before year end.
- All figures are YTD through December 2023 compared to 2022.

### **GOLF:**

- Total dues (including dues, hole in one, handicap, shed rent & trail fees) down \$21,344
- Cart rentals (including card) up \$15,564
- Green fees up \$53,975

### **F&B:**

- Food & snacks sales up \$26,449
- All beverage sales (pop, beer, wine & liquor) up \$40,403

### **COGS F&B:**

- Total food COGS down \$2,472
- Total beverage COGS up \$4,968

### **ADMIN:**

- Total Revenue up \$108,019
- Total Payroll up \$55,373
- Total Expenses up \$142,439
- Total Net Income down \$28,043
- Cash in the bank \$87,286 down \$215,865 since the end of November 2023.

### **The Committee reports were given as follows:**

### **GOLF COURSE - Grounds & Equipment** (Young / Weldon)

- Weiser's staff has been busy doing work in the shop on maintenance of equipment, sharpening reels & saw blades & other general repairs. Much of the equipment are getting filters, lines and a lot of general maintenance that hasn't been done for years. Lots to do.

- Taking down trees & brush & working on the course, still doing all they can as weather permits. Will be renting a grinder for stumps before spring also. Will eventually be burning the huge burn pile. Will call the fire department before attempting this. Continue making progress for next year.
- Have had a few applicants for the mechanic position, still looking. The staff have really stepped up with no mechanic & have been doing a lot as a team. They're learning & helping each other with these tasks. Gene has them really working together.
- Leo has made new water box coolers for the course next year. These will hold bottled water & have a box with an honor system to put the money in. The coolers are a lot of work & people seem to taint the water in coolers & the spouts continue to be high maintenance to maintain. This will be a clean approach for safety & ease the work load.
- Weiser had surgery on his leg/foot to retain circulation, then a toe removed & repair work done on the foot. He is recouping very well & has been in as Doctor permits but stays in constant contact with his team. We are thankful this procedure has seemed to work & give Weiser much relief from pain.

### **HOUSE – Restaurant, Pro-Shop & Social** (Spachman)

- Spachman has nothing new to report. He has enjoyed his committee this year & we have appreciated his service.

### **PLANNING, PERSONNEL & MEMBERSHIP** (Marten)

- Nothing new to report.

### **OLD BUSINESS** (Marten)

- Nothing to address.

### **Ad hoc Committee – 100 Year Anniversary** (Aaberg)

- Aaberg has had a great response & turn out of volunteers for the 100-year events and history. They are planning a raffle for a golf cart they will purchase from Tom Kearfott. They have a "history" book complete with pictures that Teresa Gauger & Chuck Feeney have been diligently working on. A new logo was created by our member Bob Freeman. They are planning several events to kick-off the year and more events through the summer. Kick off day is being planned for June 5<sup>th</sup> & festivities will probably end with a final event in October. They have broken out into groups & are diligently working on different areas and are making a lot of progress. A 100<sup>th</sup> year logo is soon to come also. Aaberg is working on the raffle licenses needed.

### **Ad hoc Committee – By-Laws Changes Proposal** (Marten)

- Nothing new to discuss.

### **NEW BUSINESS & GENERAL COMMENTS** (Marten)

- Nothing new to discuss.

### **NEXT BOARD MEETING**

- **Next Meeting: Stockholders meeting on February 21, 2024 at 6:00 pm at the Clubhouse.**

The board went into executive session at 7:05pm

The board meeting adjourned at 8:30pm on motion by North and seconded by Marten, board approved.

Respectfully submitted,

*Sally North*

Sally North, Secretary