

EL PASO GOLF CLUB MINUTES

February 22, 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 (at Clubhouse [C]; via Zoom [Z]: Aaberg [C], Homan [Z], Marten [C], McCullough [C], Mounce [C], North [C], Tria [C], Rarick [C], Walker [C], Weldon [C] and Young [Z]. Also present was employee Gene Weiser.

SECRETARY'S REPORT (North)

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

TREASURER'S REPORT (Mounce)

- The year-end report was posted on the website and the new budget has been approved. The report was also given last night at the Stockholders meeting.
- Currently we use Hinshaw CPA firm in El Paso for financial reporting & payroll
- All figures are YTD through December 2023 compared to December 2022. January 2024 is not yet complete.

Below is the overview from 2023:

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 \$23,763

COGS F&B:

- Total food COGS down \$4,740
- Total beverage COGS up \$1,905

ADMIN:

- Total Income up \$119,424
- Total Payroll up \$44,113
- Total Expenses up \$134,823
- Total Net Income down \$3,691
- Cash in the bank \$83,644

Membership summary to date:

Approximately 504 of ALL membership types with 13 on the waiting list.

Dues collected year to date \$191,960

Cart storage & trail fee \$13,850

CDGA Handicap \$4,320

Hole in One \$2,240

TOTAL \$212,370

Overview: Marten

Marten congratulated & welcomed all the new board members, then provided an overview to bring the new board members up to date as follows:

Business Model

Dues plus restaurant/bar/golf revenue

Dues - \$530k

Revenue - \$1.8m

P&L Goal - \$100k

2024 P&L Budget - \$27k

Corporate Entity

Nonprofit but taxable

Utilize profits for projects

By Laws

Direct the actions of the board – Committees, think about what you would best serve on this year. Marten will appoint at the next meeting.

Bank - Heartland Bank & Trust

Loans – Building/Irrigation – 2 loans, Building approx. \$350,000 @ 3.75% and LOC for \$300,000 for Irrigation @ 8%, nothing borrowed yet, will convert to loan when project is complete

Insurance

Clemons – Property & Liability

Van Gundy – Director & officers and health quote

Contract Authority per By Laws

President & Secretary

Membership

Existing/New – approximately 504 on 3/10. Will re-evaluate on 3/10/24, 13 on waiting list

Communication with members

InFOREmer – Monthly

Weekly – Emails, events, menu specials, etc. Melissa will work on this

New Personnel Reporting approach – Reporting to the Admin Committee

Clubhouse Manager – Melissa Conley

Restaurant, bar, kitchen, outings, events, administration, coordination of events & outings

Course Superintendent – Gene Weiser

Pro Shop Manager – Matt Schuerman

Matt owns merchandise & lessons

Club provides personnel

Contract under review – discuss labor costs

All are expected to communicate and coordinate for outings & events.

Board Personnel Responsibilities

Feedback – frequent reviews/discussions

Set goals/milestones

Measure

Contract negotiations

EPGC in Transition – Vision

Personnel in place to execute

Respected course in area

Destination restaurant-Build restaurant back up & make a destination restaurant, rebrand & market

Financially able to improve course & clubhouse

Committee Roles

Detailed in By Laws

Assistance & resources

Committees & Responsibilities

Administrative

Hiring, salaries, benefits, lease approvals/combining budgets

Golf Course – Grounds & Equipment

Oversee maintenance, repair and improvements to golf grounds & equipment

Equipment maintenance & requirements

House – Restaurant, Pro-Shop & Social

Oversee maintenance, repair & improvements to the clubhouse

Operation of Pro Shop & Restaurant

Planning, Personnel & Membership

Review of employee policies, updating handbook and insurance

Short & long term strategic planning

Member records/Insurance

100th Year Anniversary Celebration

Committee chair – Jeff Aaberg

Currently formed and activities planned throughout the year

Audit

Non board members who check that the club is running with best practices in place

Committee Structure

Each committee has a Chair, Board Member
President – ex officio
Additional members as needed
Can add an ad hoc committees as needed

Committee Assignment Process

Expression of interest to President/Admin committee
Admin committee discussion
Mutual agreement on assignments

Discussion Items

Keg Grove Brewery Outing – Free alcohol on different holes & bring their own food. Not something we want to start & have others want to follow, or be responsible for.

Point of Sale System – Have IT team coming on site to evaluate specs required by GolfNow. When they sign off we will set up shipment of hardware. Currently servers are on back order from supply chain issues. When we do receive the hardware, we will begin the install & training with GolfNow immediately.

Mural/AV & Sound Equipment – Mural taken down and large screen TV on wall with new live scoring software. Provides live feed for any tournament & can use the TV for special sports events. Meetings/events can use for a monitor.

Cart shed key pads/Camera – no locks & not well lit. Possibly keypad with code. Look at fall for keypad on member cart shed.

Compensation for President, Secretary & Treasurer

Per by law article V, Section 4 – tradition dues waived & requires board approval.

Motion by Rarick, second by Aaberg, motion carried.

Grounds report: Weiser

- Cart fleet concerns. We have 68 carts & they have been expensive to repair. Takes labor & parts and have a common issue with the front-end breakaway. Possibly have a machine shop make the part a little stronger than factory. They are made to breakaway to not cause major damage so have some concerns. Very bad design & Yamaha won't do anything.

- Pour pads for irrigation on March 4th, then satellite boxes for the computer. End of March will set pump house in, fire it up & make sure all is working.

- Other projects working on: Remove circle on #10 mid-March, re-do wall on #12, cut out path & straighten wall to fix it. Tree clean up, large branches cut, stumps grinding. Hiring Rod's to do some of this work, time & labor issues.

- Course work, Verti cut, needle tine then top dress & roll coming up also. Will change some grass bunkers to correct grass height. Bunker work, one out on #14 & #18.

- Will monitor the bridge when county comes to do the road work.

Work on getting the correct fish for the ponds

Other Projects: To be prioritized as needed and budgeted.

- Currently front doors are under contract at \$6,700
- Kitchen equipment “must haves” have been ordered.
- Sound system needs work
- Audio/visual system for outings will begin, utilizing the large banquet room
- Bar cooler (large main cooler for beer & wine behind the bar) currently being worked on, has quit a couple times lately
- Walk in freezers
- Tunnel drainage
- Cart paths
- Phone booth on #9
- A Fence for privacy to extend from cart shed where carts are cleaned

There was a brief discussion as we moved through the above list with any questions answered and further explanation on some topics.

NEXT BOARD MEETING

- Future Board Meetings:
 - March 13
 - April 24
 - May 15
 - June 12
- Other Significant Dates
 - EPGC Open House – March 10th
 - EPGC 100 Anniversary Events – June 5th through 8th

The board meeting adjourned at 7:45 on motion by Weldon and seconded by McCullough, board approved.

Respectfully submitted,

Sally North

Sally North, Secretary