

# EL PASO GOLF CLUB MINUTES

March 13, 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], Walker [C], Weldon [C] and Young [C]. Rarick was absent. Also present were employees Melissa Conley & Gene Weiser & guest Danny Maffeo.

## **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.

## **TREASURER'S REPORT:** Mounce

- February financials should be completed any day now, accountant is working on them. Not much to report for the month of January.
- Met with accountant Judy Hinshaw yesterday regarding income tax return. Very positive. Beginning of last year, we had a New Operating Loss carryover of approximately \$140,000. With some year-end purchases and depreciating different items, we were able to save approximately \$130,000 in the NOL carryover for this year or years to follow, while not paying income tax for 2023.
- Conley & Mounce met with the Jenny at the CPA firm on 3/8/24 & discussed the processes that were in place last year and made some slight changes to make the processes smoother going forward.
- Cash in the bank at the end of February is \$178,101. As of today, we have \$371,118 in the bank.

## **HOUSE MANAGER REPORT:** Conley

- Working on the restaurant opening in about a month to include breakfast Saturday, Sunday & holidays. Current soft opening hours began March 13<sup>th</sup> lunch 11am to 2pm. Hours will increase as weather permits.
- Offering St. Patrick's meals of Corned beef & cabbage, Irish stew & more on Friday, 3/15, & Saturday, 3/16 from 11am-7pm at cost of \$14.95, \$8.95 children. Easter Brunch will have 3 reservation times of 10am, 11:30am, & 1pm for \$28.00 & children \$8.95.
- Purchasing some much-needed miscellaneous equipment for the buffet table, chafers, risers for the buffet table, etc.

- Created a new contract for outings & receptions & sent to the lawyer for approval. After that will send out to all events. Still have a couple of time slots left for outings.
- There is a contest among members to name the restaurant. Need to decide on a deadline for that & how to pick the name.
- 69 people are short of paying their dues. Will start calling to collect money or delete from membership list if quitting. Board has agreed to admit another 5 for now then evaluate when list is completed.
- Conley made the board aware that we can NOT advertise or give away alcohol. There must be some fee & an armband, cup, ticket of some kind. This is the law.
- Discussion on minimum wage pay for waitstaff with tips included. The tip pool always needs reported so that the wage pay plus tip pay are at or above the minimum wage requirements. We do have a credit card tip report for each day so that will begin being used for the tip pool compensation & paid out through payroll.
- Reminder to all that the bridge to the clubhouse will be closed effective 3/20. They have put the sign up on the road currently.

### **GOLF COURSE – Grounds & Equipment: Weiser**

- After an infusion of money & parts, the equipment has been brought back to life & possibly an additional 2 years on most of the fleet. Purchase of a greens roller (iron) at approximately \$5500-\$6500 would complete the fleet & allow a better cultural practice on the greens. Most work was on fairway mowers with approximately \$8000 each & an additional \$3600 on our only rough mower. Sand rake required \$1300 to repair. Possibly capitalize some of these expenses.
- Most of the general repairs were typical year end & preventative maintenance. Major cost of fairway mowers were the reels which all needed replaced at \$958 each & with proper maintenance should last 3 years before replacement.
- At this point a mechanic is not needed. All maintenance is done by either Weiser or the crew who has been trained now in the basics & contribute to their respective assigned equipment. Weiser feels he has the experience required to train & maintain his fleet along with the course duties. Time management is key. Will look for an intern if a future need is established.
- Irrigation: Old pump house tore down last week. New pump house has arrived. Approximately 3 weeks until complete. Jim Bagnell has been a huge help on this project, as well as many others through past years. All is going according to plan. May need contractor to extend the wiring from the transformer to the pump station, yet to be determined. Station comes with locks & only 2 people will have keys with a spare in the office. Computer is username & password protected & Weiser can control from his iPad & Russ from his iPhone from anywhere. Went over every single head on the course to get both style & nozzles installed to control amount of irrigation remotely to withing a tenth of an inch of water applied.
- Course: Mowed this week. Even with cold snap coming ground temps will not lower enough to be an issue. Plan is to airify fairways & tees this week & verticut and spike and top-dress the greens the week of April 1. Topdressing program is scheduled for a monthly application of 1/8 inch of sand dragged into the soil with the new coco mat purchased for \$382. Allow to achieve a firmer, smoother putting surface & culturally will reduce the chances of sub-soil disease & root disease. Tees that see the worst will be

top dressed monthly as well to keep both playing surface playable & fill in divots. This will help divots grow back faster than just the maintenance crew manually getting to them. All fertilizer & chemicals have been delivered, 6 full pallets. The program is as follows:

1. Thursdays are application days. Weiser works on a growing degree day so generally applications are 10 days to 2 weeks apart.
2. Fairways are normally on a monthly schedule at the beginning of the month.
3. Granular fertilizer will be spread on fairways on the 1<sup>st</sup> week of April. The granular has insecticide & broadleaf chemical in it & lasts for 9 months, usually the season. The will also reduce moles digging up the course.
4. Granular fertilizer will be spread on new sod & around the greens 1<sup>st</sup> or 2<sup>nd</sup> week of April.
5. In the chemical order Weiser also included algicide for the ponds that does not contain copper sulfate.

Course cuts will be:

1. Greens .125" & reduced to .085" as weather permits.
2. Tees, collars & approaches .350"
3. Fairways .500"
4. Roughs 2.50"

New flags with the 100-year logo will be delivered by mid-April. Cups have been painted & are ready to go. Just need an official opening day.

Mowing Schedule:

1. Green – daily, rolled every 2<sup>nd</sup> day
2. TCA's - Monday, Wednesday, Friday
3. Fairways – Monday, Wednesday, Friday
4. Roughs – continuous

Project List:

1. Tree trimming
2. Burning creek banks
3. Burning brush & trash piles
4. Waterfall
5. Clearing 16 tee box
6. Flower garden improvements
7. Fountains on 5 & 18 ponds
8. Fence behind cart shed & sand box for divot mix
9. Course improvements as time allows

General discussion on carts & controlling damage. Talk to all staff that handle carts to be more cautious & mindful. Also notice carts being checked out & returned for damage.

General discussion on outings & cart rentals & controlling damage.

### **HOUSE – Restaurant, Pro-Shop & Social:** Homan & Tria

◦ Homan, Tria & Ron Wilsey are looking into the security system with ADT. We currently pay \$140/month, system installed 10/2022 & is maxed out. Possibly cameras to sheds still needed, our own system utilized for any additional camera needs.

- Sound system is needed. Wireless mics with sound in every room with separate controls for each room, porch, outside front area for outings. Member retired from Pro Sound will be consulted on this project.
- Some of these items may be presented to Ken Colmone to see if he has access to donated funds to cover some costs.
- Golf Genius is being installed now my Matt for the pro shop.
- Ron Wilsey has a list of clubhouse items that need addressed that he will send to Melissa. Hopefully they can decide if we have volunteers that can do some of these items & get contractors for other.

### **PLANNING, PERSONNEL & MEMBERSHIP:** McCullough

- McCullough has taken on the task of updating the Membership Manual with the new membership names & dues fees, cart fees & greens fees that were voted on by the board last year. Also, all changes in personal, restaurant & other areas that needed updated. He has the manual completed & ready for review. If all is okay, we will post this to the website.
- It is also McCullough's plan to go through the Employee Manual to make necessary updates & revisions. This is a work in progress currently.
- It is also McCullough's wish that the membership manual & possibly other information be presented to each new member when they join, either by email or in person.

### **100 YEAR ANNIVERSARY:** Aaberg

- The 1<sup>st</sup> Event on 2/24 was very well attended. Raffle tickets have been distributed & orders of around 193 have come in for the "coffee table" book. Raffles have collected over \$600.
- An event on the 24<sup>th</sup> of each month will be held. Drink specials, raffles, etc.
- Focus will be on the big events in June, the 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup>.
- Next meeting is Monday at 1pm.

### **AUDIT COMMITTEE:** Danny Maffeo

- Danny Maffeo has agreed to chair the Audit Committee. John Belletete has also agreed to assist. They will look for one more on this committee.
- The goals of this committee will focus on Governance, Risk & Compliance.
  - The action plan of this committee will be to interview any board members & key managers to discuss any concerns they have with GRC in their respective departments.
  - Committee will then report findings to the Board to discuss next steps.

### **GENERAL DISCUSSION:**

There was a brief discussion as we moved through the above that included:

- Is there a need for an ATM machine at the club? Nothing decided.
- Queen of Hearts is off to a slow start. Discussion as to opening this to the public or keeping membership only was briefly discussed, no change at this time.

- Fireworks are scheduled for 7/4 with a backup date of 7/5. Marten also asked for a price for our regular program & the cost of one with a little longer finale.
- The new cooler in the bar came with a dent in the side. Marten let the company know about this & they offered an \$800 credit on the cooler.

### **NEXT BOARD MEETING**

- Future Board Meetings:
  - April 17
  - May 15
  - June 12
- Other Significant Dates
  - EPGC 100 Anniversary Events – June 5th through 8th

The board went into executive session at 7:50pm.

The board meeting adjourned at 8:25pm on a motion by Young and seconded by Aaberg, board approved.

Respectfully submitted,

*Sally North*

Sally North, Secretary