

EL PASO GOLF CLUB MINUTES

October 18, 2023

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, Schulkins, Walker, Weldon and Young. Koth & Spachman were absent. Also present was employee: R. Robbins. Bev Patton & Joanne Dill were guests. Joanne had requested permission to speak to the board about the possibility of working part time next year.

GENERAL MANAGER REPORT (Robbins)

- Have remained busy & still have many events left this year. Help has been holding up okay. Will host the EPHS banquet this Wednesday night and many Christmas parties booked. Club Christmas event scheduled for 12/14.
- The asphalt parking lot has been repaired and sealed in 6 days at a cost of approximately \$25,000 by McLean County Asphalt. Will also contact them to get a price for some additional cart path repair. We now have 5 required handicap parking spots.
- Gene and crew have faced some equipment challenges lately. They have done the best they can with what they have. This will be addressed before next year. They have also completed fall aerification. Gene and staff have toured the entire course to make plans for next year & prioritize projects, equipment, etc.
- Mike Adams has been doing the painting project of cart sheds. Looking great. Possibly looking into another 50 feet of fence to block cart view from the parking lot at some time.
- Received a quote from Popejoy plumbing to replace all 3 urinals in the men's restroom with touchless ones that automatically flush. Approximately \$4400. Partitions need taken down & painted also.
- Quote to replace the front glass doors on the building is \$7750, waiting on another quote.
- Popejoy & Zeschke need to work on replacing the grease trap from the kitchen. This is a priority & needs done immediately.
- Getting quotes on AV & sound upgrades for the clubhouse. This would be helpful for both club events and golf events.
- Restaurant will have regular hours until 10/28 then go to the Friday pizza nights. Will have karaoke this weekend. This is the last weekend for breakfast. Will make other calls for hours for bar & restaurant as weather permits.
- Laura has put in her three-week notice, so 2 weeks left. Looking for office help for 16-24 hours per week. Have been working on the budget, thanks to Laura & Brandon for helping with spreadsheets. Now having weekly staff meetings so all are aware of anything going on or changes in hours & ongoing training.

- With outings getting completed will be reaching out to book for next year. Looking at how many outings & will try to keep to the Monday & Friday schedule for large ones. Plan to change some golf events with max people or time they start to better serve the members & staffing. Can probably re-format to not have some Wednesday ones, the club is very busy that day with our own events.

SECRETARY'S REPORT (North)

- The minutes were sent via email to everyone previously. Motion was made by Schulkins to approve and seconded by Weldon, approved by the board.
- Email was sent with the proposal for the parking lot repairs & sealing from McLean County Asphalt in the amount of \$23251 on 10/4/23. This was unanimously approved, via email, by the board to immediately proceed.
- Email was sent with the proposal for the irrigation project from Rainbird in the amount of \$269,907 on 10/8/23. This also included permission from the board to obtain a \$300,000 line of credit at Heartland Bank. It is not determined if this will be needed, partially or totally at this time, but to have it in place. This was unanimously approved, via email, by the board to immediately proceed.
- Affirmation for these proposals was again presented to the board, as in person, for approval with a motion by Weldon & seconded by Aaberg, board approved.

TREASURER'S REPORT (Mounce)

- Budget: Still a work in progress but sharing where we are so far. This is our starting point, when we get more complete & final numbers you all will receive a final 2024 Budget for approval. Mounce has composed a spreadsheet to compare final numbers from the last 2 years, ytd so far this year, and the preliminary budget Robbins submitted. We will be getting this finalized for the November Board Meeting. Mounce will provide a copy at that time for all board members. Please reach out to Robbins or Mounce on any questions on any line items or anything else that may need changed. We are looking for input over this next month before we move into our final board meeting in November for approval.
- All figures are YTD through September 2023 compared to 2022.

GOLF:

- Total dues (including dues, hole in one, handicap, shed rent & trail fees) down \$23,839
- Cart rentals (including card) up \$21,885
- Green fees up \$51,524

F&B:

- Food & snacks sales up \$35,966
- All beverage sales (pop, beer, wine & liquor) up \$21,478

COGS F&B:

- Total food COGS down \$558
- Total beverage COGS up \$2,944

ADMIN:

- Total Revenue up \$107,687
- Total Gross Profit up \$138,809
- Total Payroll up \$10,070
- Total Expenses up \$69,332
- Total Net Income up \$43,453
- Cash in the bank \$330,683 down \$17,580 since the end of August 2023.

The Committee reports were given as follows:

GOLF COURSE - Grounds & Equipment (Young / Weldon)

- The irrigation approval was very welcomed by Weiser and he will be making huge progress for next year.
- On course: Just completed aerification. Doing some spraying. Completed hole by hole tour of course to assess & identify issues to complete a plan for upcoming winter & next season. Will drag #5 pond this fall to prevent issues next season. #10 drainage will be a big issue for next year with the tunnel drain on the list for fall & winter. Many, many future projects on the list, #16 over tee box, trees, roundabout on #10 work, possibly re-work the practice putting green to make more level. Committee will work with Weiser to bring any big trap proposals, or other large proposals, to the board for approval. There is an emphasis on bunkers, this is a priority.
- Weiser has done a fantastic job this year, especially with what he's had to work with & coming into the season that had already begun.

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

- Spachman was absent this week. He has been working with Robbins & the staff on upcoming recommendations. Will visit this at an upcoming meeting.

PLANNING, PERSONNEL & MEMBERSHIP (Koth / Schulkins)

- Schulkins & Koth have presented their recommendations for the board to look at regarding membership categories & rates for dues, green fees, carts, sheds, handicap, & hole in one fees. The board will look at the material presented to make decisions for the upcoming year. Also noted, the Ladies League wants to keep the hole in one as it has been in the past.

OLD BUSINESS (Marten)

- Gaming application: Motion made by Walker to proceed with the license for gaming, second by Weldon, board approved. This is only for the licensing process. Since this takes several months, we wanted to have this complete if it is voted to proceed at a later date. We are NOT committed to anything at this point.
- 5-somes: For the most part they seemed to go over well. Scheurman recommends this continue as is.

Ad hoc Committee – 100 Year Anniversary (Aaberg)

◦ Jeff Aaberg has agreed to head this committee for next year. He has had many volunteers to help and will probably form some small committees to work on different projects. Has many ideas for our special anniversary year & possibly some to raise money for the irrigation project. Will keep us posted on ideas & activities to come.

NEW BUSINESS & GENERAL COMMENTS (Marten)

Budget: (Mounce / Robbins)

◦ Mounce just received the preliminary draft of the budget from Robbins yesterday. They have presented in a new format more in line with actual line items we now have and keeping this format for the new year. The board was handed the budget to begin looking over and will have meetings scheduled in November to go through line by line to complete an attainable & accurate budget for next year.

Capital Projects: (Robbins)

◦ Robbins has been prioritizing and getting quotes for any capital projects needed for next year. These numbers will be paid for this year or go into the budget for next year, as the board decides & approves.

Approach to Outings: (Robbins)

◦ Has a book of every event last season. Since the year is winding down & has found out the needs from last year will assess the needs and changes needed for the future. Will look at the days of outings, number of people, catered events, staffing...all will be assessed. Will try to avoid Wednesday & Friday outings & have more member time. Planning on a yearly and then followed up by monthly/weekly updates to members on activities at the club so people can plan around events & outings.

Other: (Marten)

◦ Marten introduced Joann Dill to the board. Joann then talked to Robbins & the board about her many years of experience at State Farm. She has strong communications skills, among other valuable assets that she would enjoy sharing with the club. She has proposed working part time in the pro shop and using her communications skills to help Robbins & Scheurman with communications to members, etc.

NEXT BOARD MEETING

- **Next Meeting: Wednesday, November 29, 2023 at 6:00 pm at the Clubhouse and via Zoom.**

The board went into executive session at 7:45pm

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

Respectfully submitted,

Sally North

Sally North, Secretary