

EL PASO GOLF CLUB MINUTES

November 29, 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, Spachman, Walker, Weldon and Young. Also present was employee: R. Robbins & BJ & Becky Wilson.

GENERAL MANAGER REPORT (Robbins)

- Have remained busy & still have a few events left in December. Clubhouse is being decorated for Christmas. The Club Christmas event is scheduled for 12/14.
- Restaurant is still open for lunch this week. 2 Friday pizza nights left & will remind everyone on the website what nights those are.
- Working on plans in the off season to get a lot of tasks completed & in order for the new season. Training & expectations for staff included in this. Personnel changes are being made. Mike will continue until the end of this year & already have an ad out for a new Chef, some apps have come in. There will possibly be some type of assistant or sous chef. All kitchen staff can re-apply for next year if they so desire.
- Have had a demo on the GolfNow software system for the club & it looks promising. Also looked at another software that had been recommended but did not think it did anything more or better than the GolfNow & it didn't have an accounting package with it. At this point probably going to begin the process with GolfNow to install the new hardware & software. This is a no monetary cost to us, just the green fees they get, which is how it has been since Lane began this system. The new version is a very updated version & nothing like what we have now, that does not work.
- Quote to replace the front glass doors on the building was \$7750, waiting on another quote but have had no response.
- Gene & crew will be working to clean up outside the shop area & get rid of junk & other material that has been around for years. A used trailer was purchased for the grounds & club use.
- Will probably be running an ad for another part time person in the office since Laura is gone. This may be combined with an event planning position to be a full-time office/event planning person.

SECRETARY'S REPORT (North)

- The minutes were sent via email to everyone previously. Motion was made by Young to approve and seconded by Aaberg, approved by the board.
- Email was received for the resignation for Dave Koth. This was sent to the board on 11/20/2023.

- Email was received for the resignation of Roxanne Schulkins. This was sent to the board on 11/1/2023.
- Affirmation was presented to everyone on the board in person that these 2 board members had resigned.
- A line of credit has been opened for our use in the amount of \$300,000 at Heartland Bank in El Paso. This is in anticipation of the new irrigation system that has started. We have not drawn any monies on this note so far.

TREASURER'S REPORT (Mounce)

- Have been diligently working with Robbins on the budget & the board will be presented a copy at the end of other business tonight for questions & discussion.
- Have spent approximately \$59,421 on irrigation, \$23,521 on parking lot, \$2200 on trailer, this past month before year end.
- All figures are YTD through October 2023 compared to 2022.

GOLF:

- Total dues (including dues, hole in one, handicap, shed rent & trail fees) down \$19,746
- Cart rentals (including card) up \$14,352
- Green fees up \$50,347

F&B:

- Food & snacks sales up \$28,838
- All beverage sales (pop, beer, wine & liquor) up \$16,866

COGS F&B:

- Total food COGS down \$1,647
- Total beverage COGS up \$1,278

ADMIN:

- Total Revenue up \$90,107
- **Total Gross Profit up \$66,892**
- Total Payroll up \$24,585
- Total Expenses up \$104,638
- Total Net Income down \$4,606
- Cash in the bank \$303,151 down \$27,532 since the end of September 2023.

The Committee reports were given as follows:

GOLF COURSE - Grounds & Equipment (Young / Weldon)

- Weiser's staff has been busy doing leaf removal, some mowing, taking down trees & branches. Sharpening reels, worked on cart shed doors. Will eventually be burning the huge burn pile. Will call the fire department before attempting this. Continue making progress for next year.
- On course the irrigation has begun. Have removed all satellite boxes & pulled & labeled the boxes. Will get rid of concrete pads & replace with new. Replacing irrigation

pipe by #18 bridge that leaks. New pump house will be started soon also. Will drain #5 pond for maintenance. Many ongoing projects.

- Weiser has done a fantastic job this year & his staff have really been learning & making a team. Weiser will have surgery on his leg in December & we are all hoping all goes well for him. Russ on the crew has expressed to Young & Weldon that he really enjoys learning from Weiser & is helping others learn too.

- Weiser is a Grade A Superintendent and an Ambassador and is continuing his education working towards his Doctorate. He has had articles written about him that we have shared with the membership & there was recently one in the local Pantagraph.

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

- Spachman & his committee have met with Robbins throughout the year.

- Robbins obtained the bid for 3 new touchless urinals for the men's restroom at a cost of \$3300 from Zephyr Plumbing in Gridley.

- Robbins hasn't heard from the electricians on a quote for a 3 phase generator.

- A priority this winter is for Popejoy to address the grease traps that are in very bad condition and have them fixed. This is a must before next season.

PLANNING, PERSONNEL & MEMBERSHIP (Marten)

- Recommendations that Schulkins & Koth had presented at the October meeting were further discussed. This includes new names for some of the membership categories and new fees for dues, green fees, and carts. Motion was made to approve this proposal by Aaberg and seconded by Spachman, board approved. This board has also made a commitment to try not to raise dues in the 2025 season if at all possible. The new irrigation system has warranted the increases proposed so we will have to re-evaluate after next season where we stand.

- These approved recommendations will be updated in the Membership Manual for the 2024 season.

OLD BUSINESS (Marten)

- Budget Review: Robbins, Mounce & the accountants have been hard at work on this. The accountants have assisted and we have a new format going forward by department. This makes the past budget & years more difficult to decipher but will be in a presentable accounting format by department as it should have been. This will be much easier for all to read and interpret and aligns with proper bookkeeping practices.

- Gaming application status: The application process for gaming has been started. Since Roxanne is no longer an officer there is a slight hold up to get names changed for liquor license. After that is completed, the application will move forward. Again, we have made no commitment on this decision, just having the application in place in case there is a future need.

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 have broken out into groups & are diligently working on different areas and are making a lot of progress. A 100th year logo is soon to come also.

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

◦ Marten has made changes, per the committee Wilson had led, on possible changes. Everyone was sent a copy of the current by-laws with old wording crossed out & new wording in red. Motion to accept these changes was made by Marten, seconded by Walker, board approved. Will send out an email with the annual stockholder information for stockholders to peruse.

NEW BUSINESS & GENERAL COMMENTS (Marten)

◦ General discussion regarding the Annual Meeting procedures and protocol. North has copies from Jill Berry to use for examples for mailing & the meeting. There will be 5 openings for new board members. We will need to have a short bio format for them to fill out. Will also need a list for emails and for postal mail information. Robbins will have to see what information, if any, can be pulled from the old software. Possibly Schuerman may have access to some, will need to look into this. Will also need this information to check in stockholders at the meeting. Doug & Carrie Leathers have volunteered to be the offsite recipients for any ballots if needed.

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 7:35pm

The board meeting adjourned at 8:45pm on motion by North and seconded by Marten, board approved.

Respectfully submitted,

Sally North

Sally North, Secretary