Monday, July 18, 2022

6:00 PM

Evansville Golf Course, Evansville WI[[1]](#footnote-1)

## BOARD MEMBERS PRESENT

Gransee, Fisher, Knudtson, Merdler, Lepinski, Meier, Phillips, Canfield

## MANAGEMENT AND STAFF PRESENT

Christopherson, Hegge, Grossmann

# REGULAR SESSION MEETING MINUTES

1. CALL TO ORDER

Lepinski called the meeting to order at 6:00 p.m.

1. Review and approval of the previous regular session board meeting minutes

|  |
| --- |
| Motion: Motion to accept the minutes of the June 20, 2022, Regular Board Meeting. CARRIED |
| Motion: Canfield | Second: Meier |

1. Reports
2. Treasurer’s Report

Based on unaudited monthly accounting reports as of July 15, 2022, the Treasurer’s Report as compared to the end of the same month in 2021, is summarized as follows:

Total operation cash, gross profits, and net income:

* Total cash on hand, checking, and savings balances are $471,802. The Club’s targeted minimum is $50,000.
* Gross profits are down $77,424 or -17%.
* Net operating income is down $123,059 or -41%.
* Net income is down $95,050 or -37%.
* Total expenses are up $45,635 or +32%.

Revenues:

* Annual greens fees are up $11,681 or +8%.
* Course revenues are down $3,668 or -2%.
* Upstairs revenues are essentially unchanged
* Downstairs revenues are down $3,973 or -1%.
* Pro shop revenues are down $712 or -5%.

Costs:

* Course costs are up $39,858 or 24%.
* Upstairs costs are essentially unchanged
* Downstairs costs are up $3,779 or +4%.
* Pro shop costs are down $13,1761 or -38%.

Expenses:

* Administrative expenses are up $16,852 or +17%.
* Occupancy expenses up $6,735 or +18%.
* Tee Snap charges are up $1,291 or +17%.
1. General Manager’s Report
* Loan balances from Monona State Bank are:
	+ - #1 - $97,855.75 @4.5%
			* $97,855.75 available balance
			* Used funds were for the irrigation system and equipment purchases
			* Loan was taken out 10/1/2020
		- #2 - $3,882.75 @3.9%
			* $50,320.80 available balance
			* Loan was taken out 10/1/2020
			* Loan ends in 2025
		- Employee Retention Fund Grant– Ryan just heard about this – you can get up to $26,000 per employee possibly – through the WI Restaurant Association – Ryan will look into it and report to board
* Golf rounds are 5,990 this year compared to last year which were 5,865 – usage by members and public are about the same
* Some minor damage to course and carts
* About $22,000 in club credit remains – Ryan will publicize that funds must be used by the end of this golf season or they will lose it
* About $19,000 in gift card certificates outstanding
* Guest passes will expire at the end of the year – Ryan will put notification on Tee Snap about this
* 63 children are taking part in the Junior camp which started last week – funds will be donated to the High School golf team
* He has met with Eric Hessler regarding the budget – he and John Hegge will be involved in the process of creating budgets
* Last year gas was $3.14/gallon and this year it costs $5.19/gallon – 2 ½ fill ups cost between $1600-$1800 more per month this year approximately
* Drew Thompson is a new employee
1. Superintendent’s Report
* Went to Premier to talk to Ben at Premier about the new carts – delivery pushed back to September – they are going to put a surcharge on new carts of about $300/cart so for us it’s about $18,000 for 60 carts – we might have to take the carts in September if they won’t store them – if we don’t take the carts when they come in we are looking at July 2023 for delivery – Jon will find out what the storage cost would be but he thinks it would be about $150-$160 per cart – this costs MAY have been included in the storage/maintenance contract we have now but he will get clarification
* Contacted a golf course paving company to complete paving on holes 9 and 13 golf paths – about 600 feet - $24,000 is estimate – he will get an itemized quote
1. Committee Reports
* Social Committee – Lepinski will schedule meeting now that upstairs is almost done – Canfield reported flooring is expected to be installed next week
* Tournament Committee – Knudtson reported Fall Scramble letter has gone out – Harlow Outing is September 17th – Christopherson reported every Saturday through August has a tournament scheduled
* Long Term Planning Committee – Lepinski renamed committee Clubhouse Committee
* Finance Committee – Knudtson reported Eric Hessler did most of the budget – Ryan and Jon Hegge will be involved in future planning – Accounting representative has only been at 1 out of 3 meetings – Christopherson will ask accountant to prepare budget showing last years numbers along with this years numbers
1. Old Business
* By-laws revision update – Tabled
* Employee Benefit Update, Proposed Simple IRA Plan –

|  |
| --- |
| Motion: Motion to move forward with offering Simple IRA to qualified employees |
| Motion: Gransee | Second: Merdler |

* Christopherson will put together proposal for what would qualify an employee for the program and will email board members what he proposes for eligibility – he will also look to see if Employee Retention Fund Grant (if we qualify) funds can be used for this
* Tee Signs and Scorecard Sponsorship – Knudtson proposed charging $500/sign on all holes except Hole #1 to be $1,000 and Hole #10 to be $750
* Upstairs HVAC/Restrooms Replacement – Lepinski reviewed attachment with costs and options to consider – Lepinski will not entertain a motion tonight to go to membership combined with 6-7 day operation due to staffing costs to yet be considered – concerned with operating costs – Lepinski will send an email asking for a motion in a couple of days on subject as he wants all Board member to take the time to consider all options
1. New Business
2. None

# NOTICE OF MEETING[[2]](#footnote-2)

1. Scheduled Meetings

The next Regular Session Board Meeting is scheduled for **Monday, August 15, 2022, at 6:00pm in the upper level of the clubhouse.**

1. Action Items
2. Christopherson will talk to Tee Snap to get explanation of why costs are rising
3. Hegge will talk to Premier to get clarification on storage costs
4. Hegge will get itemized bill for paving and possibly more bids
5. Christopherson will put together proposal for employee qualifications for Simple IRA program and email to board members
6. Christopherson will look into Employee Retention Grant from WI Restaurant Assn to see if we qualify
7. Christopherson will send out information for club credit and guest passes to be used by end of season
8. Lepinski will send email asking for motion on HVAC/Restroom Replacement options
9. adjourn

|  |
| --- |
| Motion: Motion to adjourn at 8:06 p.m. CARRIED |
| Motion: Knudtson | Second: Canfield |

2020718 Board Minutes.docx

1. The Board may hold its meetings partially or entirely by remote participation as allowed by the temporary Emergency By-Laws adopted by the Board of Directors under Wis. Stats. § 181.0207, on March 16, 2020. [↑](#footnote-ref-1)
2. Pursuant to Article IV, Section 3 of the By-Laws of the Evansville Golf Association, the Secretary must give notice to each Director at least 24 hours before a meeting of the Board of Directors. [↑](#footnote-ref-2)