

# **WESTBROOK VILLAGE GOLF CLUB SUMMARY MINUTES**

**MEETING:** WBVGC Board of Directors

**DATE:** March 11, 2014

**LOCATION:** Club Conference Room

**CALL TO ORDER:** The meeting was called to order at 6:05 PM Steve Karch, President presiding

A. **ATTENDEES:** Rick Axelrad, Terry Bice, Roy Chapman, David Frey, Steve Karch, Tom Lodge, Cathy Raich and Bill Vogt

B. **ABSENT:** Bob Oracheff

**OTHERS ATTENDING:** Barbara Jean Strucel, Office Manager, John McCahan, Head Golf Professional and David Escobedo, Course Superintendent.

C. **MINUTES APPROVED:**

1. Rick Axelrad motioned to approve the minutes from the February 11th, 2014 Board meeting.  
Cathy Raich seconded the motion.  
The motion was carried.

D. **PRESIDENT/IT – STEVE KARCH**

1. The 2014 Special Assessment Letter has been sent to all members. The assessment of \$300 can be paid in two installments of \$150 due April 1<sup>st</sup> and July 1<sup>st</sup>.
2. The Golf Club and Fairway Ridge will split the cost of a survey to determine the exact property boundary lines along fairways 15 and 16 on the Lake course.
3. The Golf Club will make a presentation at the Annual HOA Homeowner's Meeting Wednesday, March 12 at 6:00pm. Topics of discussion will include the xeriscaping plan, LIP fund raising efforts and the Patron program for WBV residents.
4. A Personnel Administration proposal was drafted and sent out to each Board member of consideration and comments.

E. **VICE PRESIDENT / BYLAWS – TOM LODGE**

1. The Club needs to decide on a course of action with respect to the excess water rights held by the Club. Two hundred forty four (244) acre feet are available for sale, lease or sub-lease. Tom Lodge has suggested that a Water Rights Committee be formed.

**F. SECRETARY’S REPORT- RICK AXELRAD**

1. The Committee’s main objective is to add 50 incremental members (12 and 6 month) by the end of 2015 which will add a minimum of \$150,000 of annual incremental revenue going forward.
2. Committee members will research membership offerings at competitive courses to help the committee and the board compare and evaluate our FY 2015 membership options.
3. Steve and Rita Jobe are liaisons between membership and pro shop with the goal of providing feedback on what merchandise to order, frequency of promotions, etc...

**G. TREASURER– TERRY BICE**

1. The Finance Committee will begin preliminary preparations for the 2015 budget.

<b>YTD Cash Basis Financial Report</b>	<b>FY 2014 thru February 2014</b>		
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>Operating Income *</b>	1355.4	1136.2	219.2
<b>Operating Expense *</b>	1064.9	1048.6	(16.3)
<b>Operating Margin</b>	<b>290.5</b>	<b>87.6</b>	<b>202.9</b>
<b>Capital &amp; Leases *</b>	(167.7)	(53.2)	(114.5)
<b>Est. Operating Cash Impact</b>	122.8	34.4	88.4
<b>Reserve Status</b>			
<b>Operating Reserve Balance</b>			
<b>Initiation Fees to Asset Protection Fund</b>	7.3		
<b>Asset Protection Reserve Balance</b>	252.2		
* Pro Shop Merchandise Sales, Range Revenue are net of expenses in Operating Expense			

**H. FACILITIES COMMITTEE – ROY CHAPMAN**

1. The Ladies Locker Room at the Lakes is complete with the exception of the furniture which should arrive shortly.
2. Future Projects that are being evaluated include:  
**Vistas Restaurant** - The carpet should be replaced. The furniture, particularly chairs, is in bad shape. Ralph needs to inspect the chairs and repair those that are repairable. The chairs that are not repairable should be removed, for safety reasons. One thought discussed with Peter is to fill one room (say the Garden Room) with the salvageable chairs and buy new chairs for the rest of the area. The chairs in the bar area, which take the most use, should be filled with replacement chairs.  
**Lakes Restaurant** - The patio tables are a mix and match mess. They should be replaced. The stone top tables came from the Vistas patio and should be returned to the patio at the Vistas.  
**Both restaurants** - Complaints have been received about the cleanliness of the patio areas at both restaurants. I have found these complaints to have merit. This has been brought to the attention of the operators on prior occasions. The need for the patios to be swept and the patio table and chairs on a regular basis needs to be reinforced.



2. Terry Bice motioned to approve Policy 112A.  
Rick Axelrad seconded the motion.  
Motion approved.

**N. NEW BUSINESS**

1. Steve Karch asked Tom Lodge, Terry Bice and Robert Oracheff to serve as the Water Rights Committee.
2. A committee will be formed to assess furniture upgrades/replacement at both restaurants Roy Chapman and Tom Lodge will head up this committee.
3. The Executive Committee recommended to the Board that a personnel administration for the manager positions be centralized and managed under the Executive Committee.  
Roy Chapman motioned to accept the Executive Committee recommendation that the Committee is responsible for annual reviews and salary recommendations, based on performance reviews, for management personnel.  
David Frey seconded the motion.  
Motion approved.
4. The Spring Invitation Tournament contract with the University of Wisconsin will be extended for 3 years. The fee will increase to \$700 per team and will be reviewed each year. The tournament dates will be Feb 21-23, 2015, Feb 20-22, 2016, and Feb 25-27, 2017.
5. Summer golf rates and cooler passes will start May 1<sup>st</sup>.
6. FY 2015 Budget planning cycle will be defined with June being the target date for approval of Budget Plan.
7. No Board Meeting will be held in July and August.

**ADJOURN:** Steve Karch adjourned the March 11, 2014 board meeting at 7:45.

**NEXT MEETING:** Tuesday, April 08, 2014 at 6:00 PM in the Golf Club Conference Room.

Westbrook Village Golf Club