

# PORT HURON GOLF CLUB

## Minutes of a Regular Meeting of the Board of Directors

Held: February 21, 2024

### Members Present:

In Person: Glen McCoy, John Adair, Kathy Hayman, AJ Armbruster, Dale Vos, Jon Ryan, Paul Kraklan, Frank Partipilo (phone)

Absent: Devin Smith

Others Present: Joel Peattie, Golf Professional (phone)  
Jeremy Shay, Superintendent  
Danielle Warren, Admin.

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The meeting was called to order at 5:00 p.m.

### 1. **Welcome & Opening Remarks.**

- a. President McCoy welcomed everyone and introduced PHGC's new GM, Ray Reyes. The main goal this year will be to build a PHGC Priority Plan to better navigate the future.

### 2. **Approval of Minutes.**

- a. The minutes from the January 17, 2024, regular meeting were presented. Motion by Kraklan, seconded by Vos to approve. Motion carried.

### 3. **Finance and Capital.**

- a. January 31, 2024, financials were presented. Historically, during March and April the club begins to recognize revenue. January '24 looked good compared to January '23. The winter 2023 Property Tax of \$25,668 was paid and expensed in January, discussion was had regarding prepaying the tax and expense 1/12 every month. Earl C. Smith will purchase end-of-year beer inventory. Pete will continue to come into the office to provide support until the end of May. Dining Room COGS looks good. Motion by Hayman, seconded by Ryan to approve. Motion carried.
- b. The PHGC Capital Fund report was provided showing years 2018 – 2030. We are waiting for the YE Audit from UHY to update the 2024 Capital Report with current values. Values need to be verified for sections #1, #2, and #3. In 2023, 107k was spent and 40k is committed. In the future, Danielle will date this report with the as of date. Plans to put a Finance Committee in place to assist in the transition from year to year / board to board.

- c. Motion by Kraklan, seconded by Armbruster to remove the following signers from the Huntington Bank account: S. Archibald, S. Forster, C. Moulds, F. Partipilo Jr., and P. Gaglio. Signers to be added to the Huntington account are G. McCoy, D. Smith, D. Vos, and R. Reyes. Motion carried.
- d. Motion by Armbruster, seconded by Ryan to remove the following signers from the Eastern Michigan Bank account: S. Archibald, S. Forster, C. Moulds, J. Thomson, and P. Gaglio. Signers to be added to the Eastern Michigan Bank account are G. McCoy, D. Smith, D. Vos, and R. Reyes. Motion carried.

#### **4. General Manager.**

- a. No report was provided. Ray said he's very excited to be here and is taking everything in. He's looking forward to the future and becoming involved in the community.

#### **5. Membership Report.**

- a. One membership application was presented:

1) John Libka, Regular Golf Family.

Motion by Hayman, seconded by Kraklan to approve. Motion carried.

- b. The Membership Changes & Financial Impact – 2/21/24 was presented. The Membership Type report was also presented. In the future, please include the as of date on the report.
- c. Discussion regarding seasonal employees and if spouses are required to pay for their membership (either regular or social). Historically, membership for a spouse of a seasonal employee has not been a paid benefit.

#### **6. Greens Committee.**

- a. Greens Committee Report provided.
- b. The committee is developing a maintenance plan for the no-mows now that we have the equipment.
- c. April 6<sup>th</sup> will be the Membership Clean Up day.
- d. We are waiting on a response from the St. Clair County Road Commission regarding the Fairway Drive drainage issue.
- e. Jeremy and Joel will collaborate on the driving range; turf / mat, alternate days, morning/evening, and how to handle tournaments.

- f. Work is beginning first of March on #12 and #15 pond drainage and irrigation pump.
- g. An evaluation of the Pump Station will be done at the end of February.
- h. The 5-year Capital Equipment Plan will be examined with Ray's input.
- i. A communication letter, or phone calls, will go to the residents on #15 notifying them of the drain work to be done and to expect heavy equipment and noise.
- j. Staffing remains to be an issue. Healthcare has been a limited issue. Ray will be investigating benefit programs.

**7. Membership Experience Committee.**

- a. No report. The committee is still being formed. The Opening Party is 4/27/24 and the Derby is planned for 5/4/24.

**8. Pro Shop / Tournaments Committee.**

- a. Discussion regarding adding another Men's Invite, 1 or 2 day, the 2024 calendar is full but could potentially happen in future years.
- b. The GAM qualifier date is July 30, 2024.
- c. For the 2024 Men's Invite, the registration will show carts are NOT included in the entry fee.
- d. Joel is working on carts for the 2024 season.

**9. Long Range Planning Committee.**

- a. The Long-Range Planning Committee is recommending the board approve the priority list of items = \$52,750.00. Motion by Adair, seconded by Vos to approve, not to exceed \$50k for items on the recommendation list, except extending the south ramp wall at \$2k and parking lot seal and stripe at \$14k. Motion carried.
- b. Ray will contact the painter for an update on pricing for the pool and club house.
- c. The committee will obtain an estimate for the sink hole in the parking lot.

**10. Policies Review.** None

**11. Old Business.**

- a. The coyote removal team will be here next weekend. They estimate that there are 3 or more coyotes.

- b. The website has been updated with the calendar, meeting minutes, and committees.
- c. Results from the annual survey will be evaluated. There are many items on the list.

**12. New Business.**

- a. Doug Rolph received a pay increase effective 1/2024.
- b. The 2024 calendar was presented for approval:

Motion by Adair, supported by Hayman to approve moving the Best Ball tournament to Sunday, May 5<sup>th</sup>. Motion carried.

Motion by Vos, supported by Kraklan, to approve the amended 2024 calendar. Motion carried.

- c. During the spring, the course is closed on Monday until noon.
- d. Ray will send out the course schedule to the membership and include carts, etc.
- e. Trivia Night is scheduled for Friday, March 15. A light dinner menu will be available.
- f. Thoughts and ideas are needed to increase interest for the Wild Game event.
- g. Our next meeting is Wednesday, March 20, 2024.

**13. Adjournment.** The meeting was adjourned at 7:01 pm.

Submitted by:

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Kathy Hayman, Secretary