

PORT HURON GOLF CLUB

Minutes of a Regular Meeting of the Board of Directors

Held: September 18, 2024

Members Present:

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

Absent: Devin Smith, AJ Armbruster, Frank Partipilo Sr.

Others Present: Ray Reyes, GM
Joel Peattie, Golf Professional
Jeremy Shay, Superintendent

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

1. Welcome & Opening Remarks.

- a. President welcomed everyone. We are at the end of the season with a lot of activity on the remaining on the calendar. President McCoy will need to step out of the meeting at 5:30pm, for a few minutes, to take a business call.

2. Approval of Minutes.

- a. The minutes from the August 21, 2024, regular meeting were presented. Motion by Adair, seconded by Vos to approve. Motion carried.

3. Finance and Capital.

- a. August 31, 2024, financials were presented. Motion by Hayman, seconded by Ryan to approve. Motion carried. GM also distributed the August 31, 2024, Financial Synopsis.
 1. Wages are higher than budget. Analysis will be done on over-time hours - who is eligible and how are overtime hours granted, are they based on roles and job descriptions. Seeking two board members to assist GM and President with creating job descriptions.
 2. The bar and dining revenue is down compared to 2023 but still within budget. A comparison will be done evaluating revenue from events (funerals, weddings, parties) between 2023 and 2024.
 3. The carrying charges are increasing. We need to make sure accounts are collectable and don't turn into bad debt. GM will develop procedures on accounts over 90 days. Some members are being charged carrying charges when payment is made on time.
 4. The Cash - Investment Account is down 200k from July 31, 2024, to August 31, 2024, 560k to 361k. GM will research.

- b. The PHGC Capital Fund and Analysis of Capital Improvement Account and Restricted Cash reports, at September 17, 2024, were presented. We are moving cautiously with capital expenditures until the Finance Committee is up to speed and verification of the actual Capital Fund balance is determined.

*The President stepped out of the meeting.

4. General Manager.

- a. No new updates.

5. Membership Report.

The Membership Class Count and 2024 Membership Changes & Financial Impact as of September 17, 2024, were presented.

- a. Six new membership applications were presented:

1. Cameron Scott Cassidy, 2025 Regular Golf, needs sponsors
2. Martin VanConant, Social, requesting proration
3. Mark Bynum, Regular Golf Family (Marnie Rossow is a sponsor, confirm social status)
4. Joe Platzer, Regular Golf Family
5. James Freed, requesting to move from Social to Regular Golf Family (he needs to re-apply and include sponsors. The Club needs to confirm the Initiation Fee paid in the past; the Freed's may owe the difference)
6. Sandra Nowak, Temporary Social

*The President returned to the meeting.

Motion by Hayman, with stipulations, in addition to the one's noted above: no membership proration on Social Members, VanConant may join November 1st at full rate. Golf Memberships will be prorated. Cassidy would like to play one round of golf prior to joining. Voss seconded to approve. Motion carried.

- b. The Membership Class Count does not include the above applications in the pending category.

6. Greens Committee.

- a. Report provided.

- b. The 2024-2025 Tree list will be presented next month.

- c. The preliminary Cart Policy Specifications were reviewed. The tire requirements will be addressed immediately, once approved. To be determined: gas / electric and single rider carts. Certificates of Insurance will be collected and kept on file.

7. Membership Experience Committee.

- a. No report provided.

- b. Greg Smith and GM will run the next meeting, tomorrow night.
- c. Due to work conflicts, Paul Kraklan has resigned from the board effective October 31, 2024. The board will determine who his board replacement will be and the Membership Experience Committee Chair.

8. Pro Shop / Tournaments Committee / Handicap Committee.

- a. There were 99 more rounds played compared to this time last year.
- b. Lake Huron Cup is next weekend.
- c. The Dress Code policy enforcement is going well.
- d. The Men's Invitational may be August 6-9, 2025, and would not conflict with St. Clair Men's Invite.
- e. The Handicap Committee is interested in implementing the Cap Patrol program, or something similar, next year. The program is automated between the Tee sheet and GHIN score postings. More information to follow.

9. Long Range Planning Committee.

- a. Last week, the Committee presented the project list and projected costs to the membership. Another presentation will be conducted in the future.

10. Policies Review.

- a. John Adair will update the PHGC Policy's that have been changed / added this year: dress code, personal carts, Non-Resident Membership, and Ladies Day times.
- b. Motion by Hayman, seconded by Ryan to approve, to amend the Ladies Day policy time to read 4:30 pm to 5:30 pm, replacing 4:00 pm to 5:00 pm. Motion carried.

11. Old Business.

- a. John Adair will prepare the Proxy for the Annual Meeting October 16, 2024. Kathy Hayman will prepare the attendance list.
- b. The Nominating Committee presented the 2024 – 2025 slate of officers:
 - 1. Tim Ward, President-Elect
 - 2. Bev Maiers
 - 3. Brandon McNamee
- c. A communication will be sent out next week regarding the cart path route to be used for the forward tees on #7.

- d. The Head Pro search is ongoing. Interviews will be conducted during the 2nd and 3rd weekends in October.
- e. The Thomas's are requesting a change in the area for the wedding approved for August 25, 2025. They now would like an outdoor wedding. Motion by Adair, seconded by Voss to approve, moving from indoor to the driving range. Motion carried. An event contract and safety concerns will be discussed with the family.
- f. An update on the POS software purchase was presented. Motion by Adair, seconded by Hayman to approve, up to 60k for the purchase of a new POS program. To be implemented during the off season. GM and Ryan to work with the software provider.

12. New Business.

- a. Golf Genius, a scoring program will be used beginning with the 2024-2025 season. Motion by Adair, seconded by Hayman, to approve the cost at approximately \$7.00 per golf member annually. The annual cost will be billed to each golf member and included with the annual GHIN/GAM fee.
- b. The golf pro from Plum Hollow approached the President and shared a newly developed app/program called Bag Drop. The app would show open tee times to non-members, creating additional income from green and cart fees and bar/restaurant. More information will follow.
- c. A separate Budget meeting will be held, prior to Annual Meeting, to review the 2024-2025 budget. Preliminary budgets with 3%, 5%, and 8% dues increases will be presented. The bonus pool will also be established along with projected year-end revenue/loss.
- d. Future meetings:
 - October 15, 2024, Budget / Board Meeting
 - October 16, 2024, Annual Meeting
 - October 23, 2024, Joel's Retirement Party

13. **Adjournment.** The meeting adjourned at 6:54 pm.

Submitted by:

Kathy Hayman, Secretary