



Moorestown Field Club
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Minutes of BOT Meeting on 04/21/2020

The monthly meeting of the Board of Trustees was held via video conference call. A quorum was present, and the meeting was called to order by President Matt Simeone @ 6:04pm.

Board Members present: Matt Simeone, Stephanie Morrison, Dave Ricci, Jeff Beam, Brian Deam, Pat DeHart, Jerry Miller, and Paul Gilhool. Also present were John Carpinelli and Lisa Pine.

1. President's remarks:

- o Matt thanked John, Lisa and the grounds crew for their efforts during this difficult time in keeping the operations running and course maintained.

2. Minutes: The minutes for the February Annual Membership Meeting and March 16, 2020 BOT meeting were **approved** as presented.

- o **Action:** Lisa to post on the Website.

3. Financial report:

- o **Treasurer's Report:** March 2020 results reviewed and **approved**.
 - Unfavorable March expense variance due to a third pay period in the month.
 - **Action:** Lisa to contact Payroll processor to convert the pay periods from every two week (26 pay periods/yr.) to twice a month (24 pay periods/yr.). Forecast for remainder of year will be updated accordingly.
- o **Proposed Loan:**
 - Awaiting closing date from Cornerstone; expect by end of next week
 - Corporate Resolution requested by Cornerstone to be executed tonight.

4. GM Report:

- o Team has been working safely and keeping the facilities disinfected. All remain healthy and one is expecting a new child shortly.

- George and Mike are on furlough. Mike stops in periodically to perform some maintenance and George is assisting with Liquor service planning.
- Debbie and Michael not hired back at this time and on unemployment
- Pictures of course work/improvements shared; cart path at # 4 relocated; will revise parking area for 5th tee and turn towards 14 Tee. Filling in 2nd fairway bunker on the right side
- **1st / 10th Tee and Pro Shop Plan:** Beechwood started work in early April. On schedule for completing in 1st week of May, weather permitting.

5. Strategy Session

- **Action:** Send weekly email to members to maintain connection with the club
 - Highlight progress made on improvements and share pictures of the course and courts. Paul, Pat, and Lisa to coordinate.
- **Budget Planning:**
 - Assume Golf and Tennis play can resume June 1, Clubhouse opens Sept 1 and, we do not receive PPP Loan
 - **Decisions:**
 - Maintain current expense savings actions through May and then bring back the Golf and Tennis pros from furlough on June 1
 - Proceed with Direct Install capital initiative with Hutchinson for approximately \$13,000
 - Defer decision on Bunkers and Liquor Service start up until May meeting.
 - If we close on the 2nd mortgage and can open sooner than June 1st, we can call a special meeting to re-address capital decisions.
 - If we are advised that we cannot resume golf and tennis play by June 1, we will need consider John's additional expense reductions starting in June.
- **Second Half Dues:**
 - Invoices will be sent as scheduled for the full amount
 - **Action:** Matt will draft a letter to be sent to members, prior to the bills being issued, emphasizing the actions taken during this crisis to maintain the fiscal health of the Club, the continued suspension of the Food minimum and the concern the Board shares for the safe enjoyment of the Club by and retention of all members.
- **Receivables**

- Focus will be on active members with outstanding balances \geq \$1000 that are past due by 90 days or more
- **Action:** BOT members to email Lisa with names of people you will contact directly to facilitate payment. Pat, Paul and Lisa will split up the balance.

6. Membership Report:

- Review of new members and resignations year to date vs same periods in 2018 and 2019 shows positive trend. Reflects results of actions to attract new members and retain existing.
 - Payment provisions for members that join while golf and tennis is suspended **approved.**
- **Member Exit Survey:** Updated version **approved.** Will be sent to those that have resigned since Oct 1, 2019.

7. Old Business: Reviewed the Action Items report. Key updates:

- Liquor Service Planning: Bar layout reviewed. George, John and Lisa proceeding with planning during shutdown. Bar layout reviewed. Will share initial Business 3 Year Plan with Sub Committee and then BOT by 4/24.

Meeting Adjourned at 8:25pm