



Moorestown Field Club

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Minutes of BOT Meeting on 01/21/2020

The monthly meeting of the Board of Trustees was held in the dining room of the clubhouse. A quorum was present, and the meeting was called to order by Club President Matt Simeone @ 6 pm.

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

1. **President's remarks:**

2. **Minutes:** December meeting minutes were **approved**.

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

3. **GM Report:**

- o **1st / 10th Tee and Pro Shop Plan:** Don Mishler presented updated plans proposed by Skip Wallace. Board in favor of plan. Will be used to secure bids from Beechwood, Youngs, Country Lane and Bailey. Estimates will be presented at Feb BOT.
 - **Action:** John to send pictures of alternatives for cart parking (parking lot side or on side of Pro Shop facing 9th green); Board to advise their preference.
- o **Bunker Improvement Plan:**
 - Earliest availability of a contractor is June
 - Will target late Aug or early Fall to avoid disruption during high season
 - Will engage architect to assess proposed plan
 - Plan & estimate to be presented at Feb BOT
- o **Budget and Forecast Process Improvement Plan:** Plan presented by John was **approved** with suggested edits:
 - Any unbudgeted expense item of \$1,000 or greater requires BOT approval.
 - Annual capital budget must not be exceeded without BOT approval.
 - Will review Sr. Discount % amount in Q4 2020 for 2021

- Employee performance reviews and compensation decisions will be completed in Nov prior to submission of annual budget to BOT.

4. **Financial report:**

- o December 2019 and FY 2019 results reviewed and **approved**.
 - **Action:** Lisa to differentiate Resigned and Leave of Absence Members on the Resigned (Inactive) Members Outstanding Balance
- o 2020 Monthly Operating Budget reviewed and **approved** conditional upon completing requested format changes.
 - **Action:** Lisa to make changes review with Rafter Lewis and distribute
- o David reviewed actions with Rafter Lewis to better monitor cash flow. The BOT **approved** having Rafter Lewis produce a Cash Flow Statement for the next 3 months.

5. **Membership and Marketing Committee:**

- o Paul and Pat reviewed actions to improve Social Media & Website
 - Going from 3 to 1 Facebook accounts
 - Engaged intern – Frank Carpinelli
 - Jeff O'Connor is Social Media Coordinator
 - Make Website user experience consistent on PCs and Phones
- o Will continue programs launched in 2019 to add spouses and other sports
- o Reviewed dates for events to attract prospective members
- o New Program to attract members between ages of 22 and 29 presented and approved.
 - **Action:** Brian to update Pricing chart and send to Paul, Pat and Lisa

6. **Policy Committee:**

- o Lifetime Membership: updated eligibility requirements reviewed and **approved**.
 - **Action:** Lisa to immediately distribute to members eligible in 2020
- o Constitution and By Laws: updated draft reviewed and **approved** conditional upon incorporating edits. Thanks to Tom Fordham for his insights and recommendations.
 - **Action:** Brian to update and present at Annual Membership Meeting on February 26th for Membership approval

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

- o Tennis Promotion Proposal: approved by BOT.
 - Provide option for a Single, Couple or Family Tennis membership that does not require a bond. Participant would be a non-voting member
 - Would pay Sport, House, and Capital Dues and Food minimum
 - Goal is to secure 10 new members in 12 months
 - BOT will review results at Feb 2021 meeting and decide to continue or not
- o Liquor License Acquisition: Target to submit bid to Moorestown by Jan 29th. Completion of entire process possible by May
- o Liquor Service Sub Committee – proposed members and charter **approved.**
- o Dining Survey: **approved** and will be sent to Membership

8. Annual Membership Meeting:

- o Date confirmed for Wednesday, February 26th, at 7 pm
- o Action: Matt to send outline of agenda and assigned presenters by Jan 29th.

9. New Business:

- o Leave of Absence: Request reviewed and **approved.** BOT clarified that time on Leave does not interrupt qualification for Sr. Discount.
- o Membership Committee proposal for former member to rejoin **approved.**

Meeting Adjourned at 9:18 pm