



# Moorestown Field Club

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## Minutes of BOT Meeting on 03/16/2020

The monthly meeting of the Board of Trustees was held via conference call. A quorum was present, and the meeting was called to order by President Matt Simeone @ 7:14 pm.

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, Lisa Pine, Don Mishler.

### 1. **President's remarks:**

- o Matt reviewed actions taken to date to address the COVID-19 pandemic
- o The board **approved** the proposed letter to members outlining details of the club operations for the foreseeable future.

### 2. **Minutes:** February 2020 meeting minutes were **approved** as presented.

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

### 3. **GM Report:**

- o Question raised on how we'll monitor use of the course and courts under the new operating procedures to prevent non-members from using the facility.
  - **Action:** John C to discuss with George and Mike and develop a solution.
- o **1<sup>st</sup> / 10<sup>th</sup> Tee and Pro Shop Plan:** Beechwood applied for permits. Scheduled to start in 1<sup>st</sup> or 2<sup>nd</sup> week, weather permitting. Duration is 5 weeks. Final quote: \$66,500
- o **COVID-19 Actions for Course Maintenance Employees** (4 plus John):
  - People are not working together
  - Maintenance area/facility being wiped down frequently

### 4. **Financial report:**

- o **Treasurer's Report:** February 2020 results reviewed and **approved**. YTD actuals on budget.
- o **Proposed Loan:**

- Appraisal done. Is less than expected but the loan/value ration still ok.
- Cornerstone asked for 3 additional items. Should be ready to close in 3 weeks
- **Impact of COVID-19:** Need to plan for resignations in June due to fiscal impacts on members.
  - **Action:** John C to develop budget contingency plan for revenue shortfall scenarios of 10, 20 and 30%
  - **Action:** BOT members to send to Matt ideas to mitigate risk to revenue loss

## 5. Membership Report:

- Report provided as of Jan 31. Subsequent additions reflect progress with Tennis Non-Equity option and overall Marketing.
  - **Action:** Paul and Pat to present report updated through March 31 at next BOT; it will include YTD comparison vs 2019
- **Member Exit Survey:** Paul updating draft based on feedback and will issue to BOT members by 3/20. Will be sent to those that resigned in 2019 and 2020.

## 6. Committee Reports:

- **Liquor Service Committee:**
  - Proposed bar will be simple; not ornate or extravagant
  - Have engaged several distributors that will bid for business; will include incentives that will help defer costs
  - **Action:** Need to develop project plan to ensure scope and timelines are well managed and communicated. Brian will work with John and Jeff to develop and have draft for the next meeting
  - Next meeting on March 24<sup>th</sup>
- **Green Committee:**
  - Don Mishler presented high level plan for Bunker Remediation in 2020; cost estimates not included
  - Have received commitment from the contractor to do proposed work on #4 and the drainage pipe installation in 5<sup>th</sup> rough. Contractor not available in the Spring.
  - Will install new sand in traps on 1, 2 & 7 in the Spring
  - **Action:** Don and John to develop an itemized plan for fall 2020 including costs and provide to BOT no later than the next BOT meeting.

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

- Liquor License Acquisition: MFC has secured the Club Liquor License as of March 9<sup>th</sup>. Kudos to David for spearheading this effort.

- **Action:** Paul and Pat to coordinate with David on announcing this to the membership since it will be in the public press shortly.
- Leave of Absence and Modification to the Lifetime Membership provisions:
  - Updated language presented and **approved** by BOT.
- Capital Plan: **Action:** John to connect with Audrey to determine her involvement, and schedule capital plan update meeting and then update BOT in April

**8. New Business:**

- **Dining Room Reservation Cancellations due to COVID-19:**
  - BOT agreed that we should first attempt to reschedule the function to a later date
  - If that is not possible, we should refund the deposit

Meeting Adjourned at 8:54 pm followed by an Executive Session