



Moorestown Field Club

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Minutes of BOT Meeting on September 27, 2022

The monthly meeting of the MFC Board of Trustees was held in person. A quorum was present, and the meeting was called to order by President Brian Deam @ 7:10 pm.

Board Members in attendance: Brian Deam, Stephanie Morrison, Ben Blank, Tom Morris, Pat DeHart, Pat Fowler, David Ricci and Paul Gilhool. Also attending was John Carpinelli, GM, and Business Manager Jessica McCann.

▪ **President's remarks:**

- Golf course is in great shape
- Member Appreciation event was well attended.

▪ **Minutes:** The minutes for the July 19, 2022, BOT meeting were approved

- **Motion-Paul Gilhool: First, Tom Morris: Second - All Approved.**
- **Action:** Jessica will post on the Website.

▪ **Committee Reports:**

- **Greens-** Defer to next meeting
- **Long Range Planning-**Audrey Brisson Reports. See document for details
 - Improvements done in 2022-
 - New bathroom on the course
 - Hired irrigation consultant and started planning for irrigation replacement in 2024
 - Electrical upgrades in the clubhouse
 - New defibrillators in the clubhouse and tennis pavilion
 - Planned Improvements for 2023-
 - Kitchen Upgrades
 - New course equipment

- Enhancements to the club entrance off of Chester Ave
 - Tee box restoration for #4 and #8
 - Renovate ladies locker room
 - Add defibrillators to the course
 - Continue to work with the irrigation consultant for the planned irrigation replacement in 2024
 - We will await the member survey to help guide future club improvements
 - Janice Powell discussed much needed renovation of the ladies locker room. She obtained one estimate at \$45 – 50 thousand.
 - Brian, Ben and John will meet with Mike McCool to discuss options. Will prioritize needs, not wants
- **Membership Committee**
 - Paul Gilhool reports – 1 member is on the waiting list
 - Meghan Morris – Is posting on Instagram. We will announce in the newsletter that members can send pictures to Stephanie Morrison to review and forward to Meghan.
 - 46 new members so far for 2022. 46 Resignations, 32 are bond holders
 - We need to do a better job integrating new members into the club, have their sponsors more involved
- **Old Business**
 - **Delinquency Policy Changes-** See membership rules and regulations for particulars
 - There will be a \$25 late fee if your bill is not paid within 30 days
 - We will not suspend or post a member if they owe less than \$50
 - The changes will be announced in the newsletter and Stephanie will give some leeway the first month
 - **Motion- To accept changed as written: Tom Morris:First, Pat Dehart:Second – All Approved**
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 - **Action Items- See document for particulars**
 - **Hiring Food and Beverage Manager**

- John has not received a lot of viable resumes. He will change up the ad
 - **Irrigation System Replacement**
 - John is meeting with 3 contractors and the irrigation consultant on Oct 5th. The contractors will then submit bids
 - **Annual Member Survey**
 - The survey was emailed to the members last week. So far we have received 217 responses.
- **New Business**
 - **Membership Rules and Regulations**
 - See document for particulars
 - Revise the definition for Clergy. They will pay a discounted sports fee, but will be responsible for the food minimum. They will not be charged house or capital fees.
 - **Motion- To accept changed as written: Pat DeHart:First, Jeff Beam:Second – All Approved**
 - **2023 Budget Planning**
 - John and Jessica have started planning. The budget will be presented to the board at the November meeting and voted on at the December meeting.
 - The committee will consist of Pat Fowler, Brian Deam, David Ricci, Stephanie Morrison, Tom Morris
- **Financial report: See financial report for particulars**
 - **Treasurer's Report:** Treasurer Patrick Fowler presented July Financial Report
 - Monthly Profit is \$2051, less than budget by \$14,987.
 - YTD expenses are \$1040,570 under budget by \$12,415
 - YTD revenue is \$1,294,726 over budget by \$43,379
 - Profit is \$60,292 over this time last year
 - Alcohol sales have been \$2,000 over budget, greens fees have been \$2,000 over budget
 - Expenses this month have been increased due to the cost of fertilizer and seed.
 - Credit Card processing fee (1%ach) is \$3,000 over budget
 - A/R has decreased \$172,000 for the month.

- Jessica has contacted all members that owe over 60 and 90 days.
- Bond Account-202 Members are pending bond redemption. Jessica will redeem bonds with resignation dates through Nov 18,2015
- Cash Position-\$305,000 higher than August 2021. Pat is awaiting treasury direct account setup.
- Capital Expenses-Under budget by \$32,000 ytd.

- **GM Report- John Carpinelli-** See document for particulars
 - Course Maintenance-Club will be closed Mon Oct 30 for aerating fairways. Not much success seeding the rough as the course has not gotten much rain.
 - The club will hold a luncheon for Debbie Dion, our gardener, who is retiring. Board will give her a \$500 visa gift card and a letter of appreciation.
 - John is going to the Foreup Software as the support is poor. He will work on setting up a dining reservation system and options for upgrading the club website
 - Tuesday and Sunday the bar has not been very busy. John will speak with the caterer to offer more food offerings.

Regular Meeting Adjourned at 9:30 pm

Motion- Ben Blank, second Tom Morris: All Approved

Respectfully Submitted Benjamin Blank

MFC – Long Range Planning Committee

A. Objective

- Provide budgetary and financial planning for MFCB
- Maintain prioritized list of necessary and desired capital improvements • Five years rolling
- Rough cost estimates
- Suggested timing for implementation

B. Committee Members

Audrey Brisson - Chair John Carpinelli
Ben Blank (BOT liaison) Mark Hansinger
Jerry Miller George Morrison

C. Overall Strategy

Maintain, Retain, and Attract

- Golf
- Tennis
- Facilities: Clubhouse, Tennis Shop, Maintenance Shop
- Grounds

→ Improved Member Experience

D. Looking Back 2022

- Golf
 - Course bathroom facility
 - Irrigation Consultation
- Clubhouse/Grounds Focus
 - Electrical upgrades

- Defibrilators
- Kitchen equipment
- Entrance landscaping
- Flagpole

E. Looking Ahead

- 2023: Continuation of improvements: kitchen/course equipment, fencing along parking lot/Bridgeboro; Tee boxes #4/#8; Ladies locker room
- 2024: Golf course irrigation system replacement; Resurface tennis courts
- 2025: Resurface parking lot; Har-Tru courts rebuild; Main entrance awning
- 2026: Men's locker rooms; Holes 4/5/6 restoration; Patio expansion; Clubhouse interior finish
- 2027: Tee box restoration; #6 green collection area;

F. Key Decisions

- Near-term: Irrigation Project
 - Does financing impact and/or delay other projects?
- Longer-term: How do we want to use clubhouse space? Master Plan

Moorestown Field Club					
Treasurer's Report					
27-Sep-22					
Period ending:	31-Aug-22				
Key Statistics for:	31-Aug-22	Budget	Variance	31-Aug-21	YOY Variance
Revenues	\$ 159,812	\$ 157,918	\$ 1,893	\$ 140,047	\$ 19,765
Expenses	\$ 157,761	\$ 142,932	\$ 14,829	\$ 144,192	\$ 13,569
Profit (Loss)	\$ 2,051	\$ 14,987	\$ (12,936)	\$ (4,145)	\$ 6,196
Key Statistics CY 2021 through:	31-Aug-22	Budget	Variance	31-Aug-21	YOY Variance
Revenues	\$ 1,294,726	\$ 1,252,347	\$ 42,379	\$ 1,093,606	\$ 201,120
Expenses	\$ 1,040,570	\$ 1,028,154	\$ 12,415	\$ 899,742	\$ 140,828
Profit (Loss)	\$ 254,156	\$ 224,193	\$ 29,963	\$ 193,864	\$ 60,292
Membership Revenue Profit/(Loss):	New	(1) Resignations	Net	Budget	
YTD 2022	\$ 209,072	\$ (119,435)	\$ 89,637	\$ 36,099	48 New Members vs. 50 Resignations
2021 Total	\$ 287,236	\$ (140,110)	\$ 147,126	N/A	100 New Members vs. 54 Resignations
Aged Member Receivables (Active):	31-Aug-22	Last Month	Difference	31-Aug-21	
30 Days and less	\$ 9,319	\$ 286,054	(276,735)	n/a	
31 - 60 Days	\$ 116,004	\$ 9,076	\$ 106,928	n/a	
61 - 90 Days	\$ 2,226	\$ 4,185	\$ (1,959)	n/a	
> 90 Days	\$ 737	\$ 901	\$ (163)	n/a	
Total A/R	\$ 128,287	\$ 300,216	(171,929)	n/a	
Inactive/LOA/Resigned Members Outstanding Balance:	31-Aug-22	Last Month	Difference	31-Aug-21	
	\$ 37,166	\$ 37,083	\$ 84	n/a	
Cash Position as of:	31-Aug-22	Last Month	Difference	31-Aug-21	

Payroll Account	\$ 12,558	\$ (45,075)	\$ 57,632	\$ 20,729		
Merchant Account	\$ 240,069	\$ 255,218	\$ (15,148)	\$ 7,579		
Operating Account	\$ 246,114	\$ 361,085	\$ (114,971)	\$ 150,655		
Money Market	\$ 483,904	\$ 483,884	\$ 21	\$ 498,636		
Current Total Cash Position	\$ 982,645	\$ 1,055,112	\$ (72,467)	\$ 677,599		
Bond Account (2)	\$ 50,383	\$ 43,474	\$ 6,908	\$ 68,380		
Capital Account	\$ 142,094	\$ 33,938	\$ 108,156	\$ 192,605		
NOTES:						
(1) Resignations include lost revenue of \$24K due to Membership Changes.						
(2) We have 202 bonds (\$606K) awaiting redemption.						

MFC General Manager's Report

September 2022

Course Maintenance

Status: On going

Actions: All green aerating and most seeding is complete. Fairway aerating on Oct 31 and tee aerating the week of Oct 3. Some seeding of rough remains, including some bunker banks. Fall projects to include the removal of dead trees we can handle, making a permanent walkway to the restroom, adding sand to bunkers as needed, removing Wisteria from the fence on #4, straightening up the perimeter of the course. Equipment repair has been brutal this year with many pieces breaking down. I don't feel they were typical repairs which cut into my time to complete some other tasks. None of us are "trained mechanics" but we are doing our best to keep everything up and running. Greens, tees and fairways have bounced back from the summer stress and will be fantastic for the fall season. Our gardener Debbie Dion is retiring at the end of the month after 23 years and will be hard to replace. I plan on writing a blurb in the newsletter about Debbie and her time here. If you see Debbie, please thank her for her service to MFC.

Dates: September to Oct

Networking, Security and Foreup

Status: 100% of the project is complete

Actions: Fore up continues to be average as a Club software system. I have started to investigate alternatives, but most are geared toward daily fee clients. Most of the clubs around us are using Jonas, with a few using Fore up. The clubs with Fore up have been calling Jessica with questions because Fore up's customer service is below par. We should monitor whether service improves over the next 12 months and decide to stay with Fore up or move on to something else.

Dates: July to August

Long Range Capital Plan

Status: The LRP committee will be presenting at the Sept meeting

Actions: Long Range Planning has met and put together suggestions for at least the next 5 years. As all of you know, this plan is very dynamic and can change rapidly according to wants, needs and financial position at the time of proposal. Nonetheless, the plan is solid and provides us a stable guideline moving forward with Capital projects and planning.

Dates: May to December

Food Service

Status: Status Quo

Actions I have not heard or seen many complaints or compliments about the food service lately. I think many of the issues that were present earlier in the year have subsided or people have just accepted them as service problems nationwide. That does not mean we should ignore them because we need to keep getting better and maintain satisfaction amongst our members. Tim DeAngelo has done an excellent job as Dining chair, and I look forward to working with him and the rest of the committee. Our numbers this year show a large increase in sales for 2022 over 2021. Every month has exceeded last year's totals which is good to see. Imagine what it will be like if we can solve some of the problems we still endure. The search for a F and B manager is at a standstill. We do get resumes almost daily, but so far most are not qualified and the ones we have reached out to never respond. We will continue our search.

Dates: Jan – September 2022

Budget

Status: The Budget process will begin next week for myself and Jessica

Actions: We have sent out budget requests to Tennis, Golf, Grounds and Social. These committee chairs were sent a budget worksheet, along with a snapshot of what their committee has spent year to date. I will work with Mike McCool on the House budget since he is fairly new to the process. A rough preliminary will be completed before we meet with the budget committee for review and changes. I am confident that the process will be tightened up and we will accomplish our completion by the end of October.

Dates: Jan to Oct 1

Special Events

Status: Member Appreciation Day

Actions A big shout out to Brian Paquette and the Social committee for organizing the Member Appreciation Day. I believe all that attended were happy with the entire event. The attendance wasn't exactly what we hoped for but 150 members and guests made the day a big success. Some comments and ideas were passed on after the event. The most requested was to not charge spouses of members for this event or allow a member to bring a plus one without charge. I am sure the committee will meet to discuss all the positives and negatives of this year's social activities so we can make the proper decisions in 2023. I would like to also thank all the volunteers and staff for their hard work on this and other social events throughout 2022.

Dates: Jan to Dec

Restroom on #4

Status: Landscaping needs to be finished

Actions: The 2 dead pine trees need to be removed and a permanent path needs to be installed leading up to the restroom. When that is complete, we will attempt to repair, and power wash the gazebo. It would be worth saving the gazebo if it is structurally sound because after fixing the lightning rod, it does provide some protection for those that get caught out in a storm. If by chance it is beyond repair, we should replace it with something similar.

Dates: 2/1/22 to 10/1/22

Irrigation Replacement

Status: Paul McMahon from Hydro designs has provided us with a rough draft

Actions I am meeting with Paul this week to go over the final design, set up a pre bid meeting and come up with a date for Installation. Bear in mind, this date may be fictitious to obtain a true price for installation. I may have the begin date be 12/2023 even though we know it most likely won't be until 12/2024. I will keep the Board updated on this project as it happens.

Dates 2/1/22 to 1/1/24

Bar Operation:

Status: 2022 has been a success

Actions The expansion of Tuesday hours has been a miss, but the later hours on Sunday have proved to be better revenue wise.

Overall, the bar has out paced last years figures by quite bit. Our gross sales in 2021 through September 23 were \$97300.

Our gross sales through September 23/2022 are \$160000. Please bear in mind, we did not open the restaurant or bar until

April of 2021. I think the consistency of set hours and an excellent bar staff have contributed to the success of the liquor operation.

Dates: 9/ 1 to 10/1

Club Rentals:

Status: N/A SINCE LAST MEETING

Actions There is a survey question addressing this and I believe we should wait
for that to be complete before making a final
Determination.

Dates 3/1/ 10/1