



# Moorestown Field Club

629 Chester Avenue Moorestown, NJ 08057

Phone 856-235-1464 Fax 856-234-8188

Email: [office@moorestownfc.com](mailto:office@moorestownfc.com)

## Minutes of BOT Meeting on June 27, 2023

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 Brian Deam, President, at 6:38 pm

Board Members in attendance: Stephanie Morrison, Ben Blank, Jon Greer, Pat DeHart, David Ricci and Pat Fowler. Also attending was General Manager John Carpinelli, Business Manager Susan Hession and Food & Beverage Manager Jeff Schroth.

### ▪ **President's remarks:**

- Thank You to Katie Alexander for all the help she is giving to the club with the landscaping. John has ordered a golden shovel to be presented to her
- Pickleball has been very busy

### ▪ **Minutes:** The minutes for the May 30th, 2023, BOT meeting were approved ▪

**Motion-Tom Morris, Second- David Ricci. Approved.**

- **Action:** Susan will post on the Website.

### ▪ **Committee Reports:**

#### ▪ **House – Steve Piro**

- The women's locker room is completed on budget
- The committee will start to explore the utilization of the clubhouse space and expansion
- David Ricci will investigate if there is a deed restriction on further expansion on the property
- Looking to replace the worn carpeting in the bar area
- Looking to have better communication and integration with the long-range planning committee

#### ▪ **Social Committee- Chris Bain**

- Kentucky Derby/Casino Night- Over 100 members attended ▪  
Cost came in under \$2,500 for the event
- Was a mix of golf, tennis, club members
- There will be a live band, Unqualified, performing Thursday, July 27<sup>th</sup>

- Member Appreciation Event- Saturday, Sept 16<sup>th</sup>
  - Presently bidding out the entertainment
  - Investigating outside food vendor options
  - The event will be complimentary for members and their families
  - Budgeted \$15,000
- Other events being looked at are trivia nights, Eagles season opener tailgate, and holiday karaoke
- Will work on finalizing the events and send out to the members ▪

**Long Range Planning- Audrey Brisson- See Report**

- John will look into incentives being offered for the replacement of the gas tank at the maintenance building. He will look into the life expectancy of the tanks, they are presently being maintained on an annual basis.

**▪ Membership Committee: Pat DeHart**

- Ask all members to do positive google reviews for the club ▪

**Pickleball Fee**

Motion to add a pickleball fee to all memberships at the rate stated below:

**Pickleball Fees:**

**Single Pickleball:**

House fee - \$740  
 Capital fee - \$500  
 Pickleball sports dues - \$200  
 Food - \$150 billed quarterly.

**Couple Pickleball:**

House fee - \$1,015  
 Capital fee - \$500  
 Pickleball sports dues - \$300  
 Food - \$150 billed quarterly

**Family Pickleball:**

House fee - \$1,015  
 Capital fee - \$500  
 Pickleball sports dues - \$400  
 Food - \$150 billed quarterly

**Motion-Ben Blank, Second- Jon Greer- Approved**

- **Add a spouse as a house member:**

**Add on Spouse to an existing Single Golf or Tennis Membership:**

House fee will change from \$740 to \$1015  
 Capital Fee - \$500  
 Pickleball Sports fee: \$200 ( Spouse )  
 Food - \$150 billed quarterly

## **Motion-Pat DeHart, Second-Ben Blank-Approved**

### ▪ **Old Business**

#### ▪ **Dining Service- Jeff Schroth**

- Food sales are down \$6,000 for the month but special events are up \$3,000 vs budget
- Wages are over budget by \$12,000 due to paying more to hire and train new cooks
- The dining budget needs to be further clarified as there are some questions; about start-up expenses
- Labor costs are higher than budget
- Susan and Jeff are looking into a new timeclock that will integrate better with Paychex
- Recommend doing a revised forecast instead of revising the budget.

### ▪ **New Business**

- **Kennedy's Cause** Date is revised to September 11th

### ▪ **Financial report: See financial report for particulars**

#### ▪ **Treasurer's Report:**

- Monthly Profit is \$42,976, more than budget by \$51,297. ▪ YTD expenses are \$740,298, over budget by \$68,844.
  - YTD revenue is \$878,939, over budget by \$123,292
- Profit is \$44,630 under this time last year
- A/R
  - AR decreased \$9,677 from last month

#### ▪ **Bond Redemption**

- 206 Pending redemption (\$618,000)

#### ▪ **Cash Account**

- \$440,000 higher than May 2022

### ▪ **GM Report- John Carpinelli-** See document for particulars.

- John will be doing a walkthrough on the course with the greens committee

### ▪ **Member Comments**

- none

Regular Meeting Adjourned at 10:15 pm

**Motion- David Ricci: , Second Jon Greer: All Approved**

Respectfully Submitted Benjamin Blank



## House Committee – June 2023

---

1. Carpet replacement
  1. Mail dining room
  2. Sunroom
  3. Foyer (?)Action is to gather two quotes
2. Patio Area Outside of the Dining Room
  1. Permanent Structure
  2. Possible Deck on Roof
  3. Overlooking 9<sup>th</sup> Hole
4. Bar and Dining room Layout
  1. Split dining section...booths and Tables
4. Bocce Champion Plaque Locatio
5. General Maintenance



## Long Range Planning

---

- Reviewing scope and approach to space planning – Bernadon Interior Design
- Premature to contract for space planning until we as a group agree on the “vision” for the Club
  - Patio Design
  - Bar/Restaurant
  - Social Spaces
  - Overall Long Term Footprint
- Recommendation will be made at June update

### 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**

2023- June

## MFC – Long Range Planning Committee

## D. 2023

- Golf
  - 4<sup>th</sup>/8<sup>th</sup> Tee Boxes
  - Irrigation Consultation
- Tennis
  - Dedicated Pickleball courts
- Clubhouse/Grounds Focus
  - Ladies locker room
  - Defibrillator
  - Kitchen equipment
  - HVAC Replacement

## E. Looking Ahead

- 2024: Golf course irrigation system replacement; Har-Tru courts irrigation; Dining room updates ➤ 2025: Tennis courts resurfacing; 5<sup>th</sup> green
- 2026: 8<sup>th</sup> trap; Men's locker rooms; Bridgeboro fence;
- 2027: 6<sup>th</sup> green collection area; Patio expansion; Entrance awning ➤
- 2028: Resurface parking lot; Clubhouse interior; Gas tanks replacements

## F. Key Decisions

- Near-term: Irrigation Project
  - Financial impact: ~\$50k/year from capital funds
- Longer-term: How do we want to use clubhouse space? Master

Plan 2023- June

## Moorestown Field Club

### Treasurer's Report

27-Jun-23

Period ending:	31-May-23				
<b>Key Statistics for:</b>	<b>31-May-23</b>	<b>Budget</b>	<b>Variance</b>	<b>31-May-22</b>	<b>YOY Variance</b>
Revenues	\$ 238,239	\$ 153,600	\$ 84,638	\$ 157,747	\$ 80,492
Expenses	\$ 195,263	\$ 161,922	\$ 33,341	\$ 155,340	\$ 39,923
Profit (Loss)	\$ 42,976	\$ (8,322)	\$ 51,297	\$ 2,407	\$ 40,569
<b>Key Statistics CY 2022 through:</b>	<b>31-May-23</b>	<b>Budget</b>	<b>Variance</b>	<b>31-May-22</b>	<b>YOY Variance</b>
Revenues	\$ 878,939	\$ 755,647	\$ 123,292	\$ 779,280	\$ 99,659
Expenses	\$ 740,298	\$ 671,454	\$ 68,844	\$ 596,008	\$ 144,290
Profit (Loss)	\$ 138,642	\$ 84,194	\$ 54,448	\$ 183,272	\$ (44,630)
<b>Membership Revenue Profit/(Loss):</b>	<b>New</b>	<b>(1) Resignations</b>	<b>Net</b>	<b>Budget</b>	
YTD 2023	\$ 160,668	\$ (63,317)	\$ 97,351	\$ (111,758)	34 New Members vs 21 Resignations
2022 Total	\$ 207,619	\$ (118,683)	\$ 88,936	\$ 36,099	50 New Members vs. 51 Resignations
<b>Aged Member Receivables (Active):</b>	<b>31-May-23</b>	<b>Last Month</b>	<b>Difference</b>	<b>31-May-22</b>	
30 Days and less	\$ 46,875	\$ 55,535	\$ (8,660)	\$ 29,639	
31 - 60 Days	\$ 12,454	\$ 13,287	\$ (833)	\$ 12,213	
61 - 90 Days	\$ 2,830	\$ 4,185	\$ (1,355)	\$ 4,697	
> 90 Days	\$ 9,733	\$ 8,562	\$ 1,171	\$ 9,475	
Total A/R	\$ 71,892	\$ 81,569	\$ (9,677)	\$ 56,024	
<b>Inactive/LOA/Resigned Members Outstar</b>	<b>31-May-23</b>	<b>Last Month</b>	<b>Difference</b>	<b>31-May-22</b>	
	\$ 40,726	\$ 39,079	\$ 1,647	\$ 38,724	
<b>Cash &amp; Other Current Assets as of:</b>	<b>31-May-23</b>	<b>Last Month</b>	<b>Difference</b>	<b>31-May-22</b>	
Payroll Account	\$ 4,109	\$ 127	\$ 3,982	\$ 11,101	
Merchant Account	\$ 9,685	\$ 39,251	\$ (29,566)	\$ 118,785	
Operating Account	\$ 48,445	\$ 60,969	\$ (12,524)	\$ 57,514	
Money Market - Cornerstone	\$ (7,957)	\$ 67,031	\$ (74,988)	\$ 483,843	
Fidelity Brokerage Acct	\$ 941,779	\$ 984,584	\$ (42,804)	\$ -	Includes \$50K from Bond Acct & \$25K from Capital Acct
Treasury Bills - TreasuryDirect Acct	\$ 190,027	\$ 187,785	\$ 2,242	\$ -	
<b>Total Cash &amp; Current Asset Position</b>	<b>\$ 1,186,088</b>	<b>\$ 1,339,746</b>	<b>\$ (153,659)</b>	<b>\$ 671,243</b>	
<b>Bond Account (2)</b>	<b>\$ 24,625</b>	<b>\$ 14,958</b>	<b>\$ 9,667</b>	<b>\$ 70,474</b>	<i>\$50K add'l in the Fidelity MM Acct</i>
<b>Capital Account (3)</b>	<b>\$ 4,109</b>	<b>\$ 22,419</b>	<b>\$ (18,311)</b>	<b>\$ 112,096</b>	<i>\$25K add'l in the Fidelity MM Acct</i>

### Period finding:

31-May-23	Comments vs budget	Notes
Revenue	May revenue is \$238K vs \$154K budget. Main drivers: Dues (+\$33K), Restaurant Sales (+\$34K), Tennis Lesson/Clinic Fees (+\$12K), Alcohol Sales (+\$8K).	2023 YTD revenue is \$100K higher than 2022 YTD revenue.
Expenses	May expenses were \$195K vs \$162K budget. Over budget: Wages-Restaurant (\$26K), Restaurant Payroll Taxes (\$4K), Clubhouse Kitchen Supplies (+\$4K), Fertilizer, Chemicals, Seeds (+\$12K)Accounting (\$5K), Restaurant COGS (\$13K), Legal (+\$3K). Under budget: Social (\$5K), Men's Golf (\$7K), Turf&Golf Supplies (\$3K).	2023 YTD expenses are \$69K greater than 2022 YTD.
Aged Member A/R	Aging Member Receivables (Active) increased by \$10K versus last month and increased by \$16K versus last year.	We currently have 42 members with > 60 day balances. Susan is still working to get up to speed on follow up with members with past due balances. This becomes higher priority after 7/2 billing.
Bond Account	We have 206 bonds (\$618K) pending redemption.	Available bond funds are at \$75K. Susan is authorized to initiate bond redemptions for resignation dates through January 2026.
Cash, Current Assets	We continue to have a good operating cash / short term T Bill asset position that is \$440K higher than May 2022 (excludes bond and capital monies).	At the end of May, we had \$1,132K invested in our Fidelity money market fund and Treasuries. YTD we have earned \$13K in dividend and interest income.

## MFC General Manager's Report

June 2023

### Course Maintenance

Status: On going

**Actions:** We continue to mow, water and perform regular maintenance on the golf course and rest of the property. Second applications of all pre-emergence herbicide have been applied along with a few fungicide sprays on greens, tees, and fairways. The rough has recovered somewhat from an extremely dry period between May 1 and June 15 in which we only had about 1 inch of rain. Normal is about 5 inches. We have executed our second round of "venting" on greens. Venting is basically aerating more frequently with smaller diameter tines. The smaller holes relieve compaction and provide a pocket for air and water to penetrate more deeply. This particular time we used open tines and pulled a core, which takes a little more time to heal. The next time in July will be solid tines where we don't pull a core. I think you will notice over time what great benefits we will see from this maintenance practice. The irrigation system continues to keep us busy with many repairs and a few blowout leaks. Fall of 2024 can't come soon enough.

**Dates:** 6/1 thru 7/1

## **NEW Food Service**

**Status:** Service Opened on April 1

**Actions** The 3 officers of the Board and my self-conducted a 6-month Review with Jeff our Food and Beverage Manager. The review was upfront and honest about the way we felt the operation was being run and some strong suggestions were provided in areas of improvement. I will attach the review for your information. Jeff seemed to absorb and react positively to the recommendations, but I still see some of the same lack of preparation and organization that has existed since we opened. There is a new menu coming out in July and research into a proper reservation system is being looked at by the Dining committee. Some of the events we had this month went off very well including, Ladies' member guest, Men's 1 day member guest, and the 1892 cup. Our inventory management is still very poor, but we have taken some steps to help correct this. A complete renovation of the storage closet provided more shelving, an additional freezer and better views of inventory. Extra products and dry goods were moved to the basement. Labels were applied to refrigerators and freezers listing what should go into each unit. Clipboards with the entire contents of the refrigerator or freezer were hung so that after an item is removed, it can be stated on the inventory list. All of these tasks was performed by our employees. I know the operation is far from perfect, but I still have hope we can make it great someday. Overall, I believe the food is pretty consistent and service is much better than when we first opened. I expected some challenges as would anyone with a new business but admit that some of our issues shouldn't be occurring.

**Dates:** 5/1 to 6/1

## **Special Events**

**Status:** Member Guests, 1892 Cup and Red Solo cup events.



**Actions** We had a lot of activities in May and June. I'm sure I'm forgetting a few things, but we had a Ladies' Member Guest that seemed to be a lot of fun. The ladies' groups at the club always have a theme for their member guest and it is well thought out and organized. Food was provided and everything seemed to go well except for the smoke from forest fires in Canada which pushed a few people out of the event. Red Solo cup was a 27-hole tournament held by the BFA group. Food and alcohol were provided, and it appeared as though everyone had a super good time with some excellent golf being played. The men had a 1-day member guest which was a little light in attendance. Only 28 players came out, but from feedback I heard everyone was very happy with the course and the social aspect after. 1892 cup was a sellout for both men and women. Moorestown hosted the men this year and Merchantville hosted the women. The women lost by 1 point in a chip off and the men lost by 4 points. It was a great day of comradery, and the members at Merchantville really enjoyed our facility. The Bocce season is also over and many thanks to Pat Dehart for organizing and running. We are in the process of trying to put together a cornhole league for the summer months. **Dates:** 3/1 to 4/1

## **Irrigation Replacement**

**Status:** Pump Station and Well

**Action :** I spoke to our consultant Anthony Boneserra this week and he told me they are finalizing their recommendations for our pump station and will have something for us soon. I want to wrap this up, so I have firm numbers as to what the project will cost this Fall. I will brief the Board before the next meeting with the plan and cost/

**Dates** 4/1 to 9/1

## **Bar Operation:**

**Status:** Doing well

**Actions** The bar staff is one of our strongest groups in the clubhouse. I have instructed Jimmy to resume all ordering and inventory going forward. I felt as though Jimmy has done a much better job of inventory over the last couple of years and it takes

something off of Jeff's plate. I also want to cut back on ordering so many different brands of liquor. Pick 3 or 4 options for every spirit and stick with it, as we can't order every member's favorite. Sales wise the bar is very consistent with revenue out pacing last May by 6k .

**Dates:** 3/1 to 4/1

## 2023 Capital Budget

**Status:** Many Capital projects have been completed

**Actions** Among the projects completed are:

Lady's locker room \$57000 which was the budgeted number. Well testing \$10500 versus a budget of \$13000

Equipment purchases were \$26000 versus a budget of \$28000. Pickleball courts \$20000 budget which is the budgeted number. Kitchen equipment was \$6000, and we spent approximately \$4500. Well consultant for the year was \$25000, I expect this to be about \$15000

I also sold about \$7000 of used equipment over the winter. We needed to buy a new washer and dryer for the shop which was not budgeted for. It cost a little below \$1000

We also needed to purchase a new power washer because the engine seized on the old one. It was 20 years old.

The new power washer was \$350.

New projects remaining are to replace one more of our old air conditioner units to bring it into compliance. The budgeted

amount for this is \$6000. In the Fall, we plan to expand 4 and 8 tee so we have more teeing space. We will also cut a ditch

from the bunker on 3 fairway (left side) snaking down to the swale that borders 3 and 7 fairway. The ditch will provide a

spot for water to drain and present a challenging hazard for golfers to avoid. All of the spoils from digging this ditch will be

used to create the base for our tee extensions of 4 and 8. The work will also all be performed in house with our crew

members and rental equipment. The budget for this project is 20k. .

**Dates** 5/1 to 6/1.

## Long Range Capital

**Status:** First meeting of the year to occur in May

**ACTIONS** The Long-Range Planning committee met in early June with input from all other

committee chairs to try and put forward a plan for the next several years. Some committees need more time to develop a 5-year plan, so projects were loosely inserted into our overall plan. We will present it at this June meeting but will have a more concrete plan when we present later in the Fall.

**Dates:** 2023 thru 2030