

SUGAR CREEK ADMINISTRATIVE BOARD MINUTES

September 22, 2020

Mr. McDermott called the meeting at 6:00 P.M. Before the roll was called, **Mr. McDermott** explained that the Board had the official ability to have this virtual meeting because of the gubernatorial disaster proclamation due to the Coronavirus 19.

PRESENT: Joe Colmone, Greg Gola, Brian McDermott, Christine Murphy, Gary Schiefer, Tim Sheehan, and Charlie Van Slyke

ALSO PRESENT: Dave Anderson, Manager, Kevin Goss, Superintendent, and Jean Paprocki, Recording Secretary

APPROVAL OF MINUTES FOR AUGUST 25, 2020

A motion to approve the minutes was made by **Tim Sheehan** and seconded by **Charlie Van Slyke**. All were in favor and the motion was passed.

PUBLIC PARTICIPATION:

The public was invited to join but would have to email that request prior to the meeting, and no requests were received.

OLD BUSINESS

None

NEW BUSINESS

MONTHLY MANAGER'S REPORT:

Participation in golf through September remains very strong with Labor Day Weekend being sold out. That includes Friday through Monday with the exception of Saturday morning when several showers passed through the area. To answer questions about how the golf course is faring in all areas as it struggles with rules and regulations due to the virus, Dave summarized the revenues using charts for three areas: greens fees and carts, instruction, and food and beverages. These charts summarized detailed amounts on each revenue stream for the last 5 years while food and beverage included the last 10 years. Greens fees and carts show revenues of \$442,170 with a total of 17,475 rounds as compared to a full season through August for last year having more rounds 20,067 but less revenue of \$412,323. The added demand and increase in price affect the average amount of money spent per round, which in 2020 is \$25.50 versus \$20.54 last year and approximately \$20.00 for the prior three years. Golf instruction doesn't fare as well with \$89,134 from the Jr. Golf camp registration fees being rolled over into accounts for the 2021 camp. A portion of the money from Jr. Golf Registration goes towards green fees as the students use the course during afternoons, and \$36,000 was recovered through 2020 because of the open tee times. Because of the cancellation, there were no expenses, but with expenses for wages, medals and T-shirts, the average net profit for the prior 4 years was approximately \$90,000. Food and Beverage has also been adversely affected as the pro shop was closed to the public for several

months. Outings have been restricted due to no shotgun starts and banquet rentals have just begun with small gatherings. The revenue for food, soft drinks, and alcohol for 2020 was \$41,015 versus \$132,407 in 2019 with varying amounts from \$110,960 to \$152,435 since 2010. The gross profit on cost of goods plus room rental for 2020 is \$33,197 versus \$115,629 in 2019 and approximately \$100,000 for the prior 4 years.

SUPERINTENDENT'S REPORT:

June, July, and August, the three months which comprise meteorological summer, ended up being the warmest ever recorded in the Chicago area. September 1st to the 12th was on average rainy and cool bringing relief after a very dry August. Average temperatures and clear skies since September 13 have been ideal for turf recovery after a hot, dry summer. Projects this month have included continued pruning of limbs which were damaged by the storm on August 10th, removal of the landscape bed on the 8th tee, and leaf cleanup and leaf mulching. As a follow up to last meeting's discussion of the well pump, it continues to function but only at 15% of capacity. The submersible motor and pump are 12 years old and need replacing which will cost \$12,000 - \$13,000. Because funds aren't available at this time, the recommendation is it should be replaced as soon as possible due to the need of supplementary well water during dry periods. Another issue has taken priority as our two underground storage tanks for fuel are unable to be recertified for use by the Office of State Fire Marshall. These tanks must be replaced to bring our fuel system into compliance with state law within a year. **Christine Murphy** mentioned a process called artificial attenuation after replacing storage fuel tanks in Michigan. At this time, Kevin is investigating different options to meet state law mandates.

APPROVAL OF BUDGET COMPARISON REPORT:

The Board considered the Budget Comparison Report through August. **Brian McDermott** reviewed both the revenues and expenses reiterating that all good news concerns our greens fees and cart fees while all other revenue areas are being adversely impacted by the virus. The only clarification in expenses involved the banking fees which are a direct consequence of the number of credit card transactions. With credit cards being used for 100% of all transactions, the fees have increased. A motion to accept the August Income Statement was made by **Joe Colmone** and seconded by **Tim Sheehan**. All were in favor and the motion was passed.

NEXT MEETING

The next meeting will be scheduled for Tuesday, October 27 at 6:00 p.m.

ADJOURNMENT

A motion to adjourn was made by **Gary Schiefer** and seconded by **Tim Sheehan**. All were in favor and the motion was passed. The meeting was adjourned at 6:45p.m.

Respectfully submitted,