

Lincolnshire Fields Country Club
Board of Directors Meeting
Tuesday October 26th, 2021 at 5:30 PM
Meeting held in the clubhouse

Attending:

Toney Tomaso, Justin Waffle, Morgan Gonzalez, Traci Logue, Sam Banks, Jim Burgener and Tony Zahn

Via Phone: Dave Jones, Todd Mayfield and Sue Peterson

Absent: Rebecca Guyette and Larry Grill

Meeting called to order at 5:30 pm

Motion to approve minutes by Jim Burgener, 2nd by Tony Zahn; Sept 21 BOD minutes unanimously approved

Committee Reports

Finance - Dave Jones

Finance committee met on October 12th. There were no issues noted and the finance committee supports the budget as presented.

Committee discussed the need for a new audit firm. RSM quote was very expensive compared to what we have paid in the past. Two more options we are considering are Seth Dixon(member) and Kemper CPA Group. As regional/local firms, they might be a better fit than a national.

Golf -Todd Mayfield

Committee will be meeting the first week of November.

BOD suggested the committee work with Rob to gain a better understanding of how scheduling/handling of golf leagues using the proposed simulators will realistically work. From the number of participants to start times and all the scheduling details. BOD recommends the golf committee/Rob reach out to other establishments who currently run simulator golf leagues in the off season. It would be very beneficial to gather information from others running these leagues to see what works and doesn't work before implementing our own simulator leagues if that is the direction we settle on.

Social - Rebecca Guyette - no report at this time

Grounds - Larry Grill - no report at this time

House - Jim Burgener - no report at this time

Membership Committee- Sam Banks

Membership committee met on September 23rd. In attendance were: Sam Banks/Chair, Bobbie Jo Kirby, Scott Miller, Colby Jackson and Justin Waffle. Absent: Becca Guyette and Gary Kling

Justin provided an update on the search for a new membership director. Kemper is supporting

the search with promoting the opening within its network of current club membership directors and other staff that could be interested. Discussed encouraging committee members and club members to spread the word within their own networks about the opening. Justin will also make note of it in the upcoming newsletter. Our goal is to have the position filled by the end of the year.

The committee reviewed the current membership data. Total membership is currently at 423 members. Equity(155) Junior(96) Social(110) Non-Resident(14) Honorary(36) Dining(12)

Total new members for 2021 is 68. Total resignations in 2021 is 40. Our net membership gain stands at 28 year to date. We have entered our slow season for membership enquirers. Suggestion to give more efforts in recruiting U of I staff for membership.

The committee is specifically looking at our non -resident membership category. We currently have 14 members as non-residents. After reviewing different examples from other clubs, many require declaration of domicile in the county which you reside. Recommend requiring a few other forms of documentation for proof of residency for this membership category. The committee is looking at current membership totals to see if there is any merit to capping any categories

AD Hoc: Clubhouse Improvement Project - Dave Jones

Todd Mayfield has submitted a proposal to the board for the clubhouse project. This is not a bid, but a drawing rendition of plans being considered. Because Todd has submitted a proposal, Todd was excused from all discussion regarding any plans being considered.

Discussion and recommendation to reach out to Todd to inquire about what options would be available if we chose to move forward with a design project but moved in stages. Could it be more cost effective and less disruptive if done in stages? Would it be less physically disruptive, but not be cost effective overall?

General Managers Report -Justin Waffle

September was once again an excellent revenue month for the club, outpacing the budget by 6%. Year to date we continue to build on our revenue gains. While memberships continued to roll in, member attrition is at an all time low.

Question was asked: what is Kemper's role in the accounting aspect of the club ?

Kemper does not handle the daily data entries and such. Kemper provides necessary assistance to Justin for monthly reports, budgets etc. The onsite help we are acquiring from CLA is for daily data entry and day to day accounting assistance and decisions.

Year to date payroll is down 6%, primarily due to the inability to hire employees. Great focus has been put on hiring to alleviate the significant amount of overtime the staff has incurred in the Grounds and F&B Departments.

The golf department is on pace to have another record year. The driving force behind the golf shops success is the record number of guest rounds which sits at 272 , as well as an additional 142 outings rounds.

For the month of September the club experienced more balanced patronage between the pool and the clubhouse dining. The team battled significant staffing shortages, forcing us to open only one dining outlet to ensure the best service possible.

Operating expenses were high for the month. Expenses were over by \$35.3k; however, even with the significant overage for the month, YTD expenses are flat to budget. The large overage was due to many factors. (outsourced accounting help, extensive clubhouse repair to the fire suppression system, grounds equipment repairs/currently no house mechanic, new gang for the ranger picker and repairs to the ball-washer and lastly, much needed serving platters and utensils for the F&B department). Overall, the club continues to have a solid financial year and is positioned well ahead of budget.

New Business:

LFCC Annual meeting date is scheduled for December 6th at 7:00 pm.

Review of annual employee holiday bonus letter - this affects all employees, every employee receives a bonus. Bonuses are based on many factors... Length of work history, Part time vs Full time...etc.

Motion made by Sam Banks to send letter out to membership Second by Jim Burgener and the motion unanimously passed

Old Business -

Final budget review-

Operating - Final budget as presented with dues increase

Motion to approve final budget made by Traci Logue; 2nd by Sam Banks - Motion unanimously approved

Capital- Final budget as presented

Motion to approve by Tony Zahrn; 2nd by Jim Burgener - Motion unanimously approved

Nominations

We are fast approaching the end of the year. Board members who are moving off the board are asked to bring forth recommendations for future board members. Active board members are asked to consider their current roles and determine if any adjustments need to be made for 2022.

Next meeting Date: December 6th Annual meeting at 7:00 PM with Reorganization meeting following immediately.

Meeting was adjourned at 6:36 pm.