

Cold Springs Board of Directors
July 20, 2022, Board Meeting Minutes

Call to Order: 5:05 pm

Director's present: Marc Glynn, Russ Hasemeier (teleconference), Mike Parsons, Lynda Vernon, Chris Whitaker, Mike Worley

Director's absent: Jeff O'Donnell

Other's present: Charles Caldwell, Kevin Earl, Tom Hazlett, Nathan Henderson

As President Hasemeier was teleconferencing Mike Parsons presided over the proceedings.

Approval of Minutes: The June Minutes published in June, with no changes submitted are approved.

President's Address: Kudo's were passed along to Kevin Earl for the progress made on the course (tree removal) and Mike Worley for the work that he did on the Rest Rooms on the 16th hole.

Financial Report

1. **June Financial Update:** June financials show a loss of \$19k vs a budget of \$15k profit. Timing of receipts and payments is believed to be the cause of this discrepancy. Finance sub-committee will re-examine in August.
2. **Capital Spending Plan:** Status previously approved Capital Items:
 - a. Ball Machine: New ball machine was delivered and will be installed in the very near future.
 - b. Dish Washer for Bar: Location and timing of significant bar changes was discussed. It was agreed that Kevin Earl will identify a member contractor to get an estimate of the scope of work required.
 - c. Bar Refrigerator: Open, Kevin Earl to pursue the exact reason for the request.
3. **ERTC Money From IRS:** Report out on status of IRS payment (Charles Caldwell): Charles Caldwell reported that \$58k does belong to Cold Springs, there is another \$26k that is still outstanding.

4. **IRS Late Payment Penalty:** Waiting for IRS to disposition waiver request filed by Steve Miller. Will likely take them until Fall to disposition.
5. **Selection of Accounting Firm:** The 2021 Tax Return is Due this coming December. The Board previously requested that we identify a new tax preparer to perform this tax. Chris Whitaker provided contact information for a candidate for this exercise. This firm is unable to provide this service for this year but could do so for future years. Charles Caldwell recommended that we stay with the existing firm to prepare the return this year. Charles also agreed to oversee all filing requirements to ensure that they are completed. Kevin Earl is going to personally engage with this firm and review the club's expectations with them.

Member Correspondence:

General Manager's Report:

- Membership Sales: New membership sales are weak. The Board discussed and agreed that bringing back sales of non-proprietary membership categories is in the best interest of the club. There was a series of motions and votes to accomplish this:
 - Motion by Marc Glynn, 2nd Mike Worley to open Annual Membership Sales. This motion passed.
 - Motion by Chris Whitaker, 2nd Lynda Vernon to open Trial Membership Sales. This motion passed.
 - Motion by Mike Worley, 2nd Lynda Vernon to open Corporate Membership Sales. This motion passed.
 - Motion by Mike Parsons, 2nd Mike Worley to open Young Adult Membership Sales. This motion passed.

These membership categories are all subject to existing Policies. Nathan Henderson is to run an advertisement in the Mountain Democrat to promote sales of these categories. Kevin Earl is to contact all previous inquirers and notify them that these membership categories is now an option to them.

- Driving Range, Range Ball Distribution Status: Previously covered.
- Outside Functions Pricing: Kevin Earl brought a copy of the current pricing for outside functions.
- Orientation and Employee Handbook Completion

- Harassment training for non-supervisors. Status: Leads are complete, balance of staff is 90% complete.
- Pro Shop Inventory Levels: Open to buy tool being used by Daniel to calculate spending required to maintain appropriate inventory levels. Charles Caldwell is going to add Inventory Levels to the “Finance Summary Report”.

Old Business:

1. **Solar Project Update:** Mike Parsons has assumed the role of Solar Project Manager. Excite Energy is requesting that the contract they submitted be signed. The previous contract has been cancelled (cost of \$9100). Howard Penn was contacted and asked to review the contract in detail, he agreed to do so the following day. Mike Parsons made a motion (2nd Mike Worley) that the contract be signed either Russ Hasemeier, Mike Parsons or Charles Caldwell following the Howard Penn review. This motion passed. Charles Caldwell is to contact the bank to discuss the financing of this project.
2. **Status of Private Cart Insurance:** Done
3. **Proposed Policy Changes/Additions:** The new payroll company is drafting a manual that can be used to create this policy.
 - a. Employees, Alcohol & Illegal Drugs proposal tabled pending review by H.R. knowledgeable individual. Nathan to have new Payroll Company perform this review.

Status: Russ Hasemeier will review with Paul Goyette (Cold Springs Counsel).
4. **Water Contingency Plan (July 21, 2021):** Mike Parsons, this item is in a “holding pattern” until the Solar Project is understood.
5. **16th Hole Bunker:** Addition of bunker to left side of 16th Green. Status: Assigned to Green Committee.
6. **Policy Manual Update:** Status, Complete.
7. **Improvement to the on-course rest rooms.** Russ Hasemeier and Mike Worley will complete and have a budget of \$1600. Status: In progress, 16th hole rest room nearly complete (needs door), 4th hole rest room work follows.

New Business: It is requested that Kitchen/Bar pricing be reviewed in light of increasing costs (Action item for Kevin Earl)

Adjournment: 7:20

Future Board Meeting Schedule:

Wed, Aug 17, 2022: Working Board Meeting 5:00 pm - 7:00 pm

Wed, Sep 21, 2022: Annual Board Meeting 6:00 pm - 8:00 pm

Wed, Oct 19, 2022: Working Board Meeting 5:00 pm - 7:00 pm

Wed, Nov 16, 2022: Regular Board Meeting 5:00 pm - 7:00 pm

Wed, Dec 21, 2022: Working Board Meeting 5:00 pm - 7:00 pm