

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE CLUB AT COBBLE CREEK, INC.

A meeting of the board of directors of THE CLUB AT COBBLE CREEK, INC. (the "Club") was held on April 19, 2021 at 4:30. Those present and participating at the meeting:

Christine Collin, President
Lisa Hylton, Treasurer
Randy Griffin, Director at Large
Betsy(Betty) Willy, Secretary
Pat Pitz, Vice President

Approval of Agenda: Unanimously approved

Approval of Minutes: Unanimously approved

Old Business:

Staffing:

Tavern: Pat Pitz reported that the staffing for the tavern is adequate through May 15th wedding. The staffing level at this time is not adequate to increase the tavern hours to six days a week at this time. An additional bartender and cook will be essential. The board is working diligently toward the goal of having the tavern open whenever the course is open.

Events Coordinator Update: Randilyn Madison has been hired for the Full Time Events Coordinator position. Her responsibilities will include planning and execution of internal and external events, marketing to attract more external (public) events in addition to marketing for the golf course and tavern businesses. She will be cross trained to be able to assist in the tavern or ProShop as needed. The expectation of the board is that this position be able to cover at least 50% of the salary cost through increased earnings from external marketing of events. The events coordinator will be expected to be present at events to provide appropriate support. The position will be reviewed periodically.

Randilyn has a bachelor degree in business administration from Colorado Mesa University as well as Associate degrees in Applied Science, Sustainable Agriculture and an Associate degree in Agriculture Science. As the Management Assistant for the Montrose County Fairgrounds and Event Center she was responsible for organizing and managing events at the Montrose County Fair and Rodeo and assisted in managing and organizing other Event Center events. We feel she will be an exciting addition to our staff.

General Manager: Following discussion of the financial implications of filling the position for a general manager, the board agreed to proceed with interviews of three of the strongest candidates. Christine will coordinate this process.

Staff Meetings: The staff will be meeting at noon on Mondays to coordinate their plans and events. Christine will serve as the board's representative.

Out of office: Madison F. will be out of the office from May 3 – 7th.

Accountant: Joni asked that we let the members know that for the present time, she plans to be in the office Mon- Thursdays from approximately 9-5.

New Staff Introduction: A short bio of each of the new staff member will appear in the May Newsletter to the members. Betsy Willy agreed to write this column.

Employee Handbook: The handbook is still in the hands of our attorney. He has projected that we should have his comments by the end of the week.

Zoom Meeting: Following board discussion, it was decided to hold the next general membership meeting in person in the upstairs banquet room and record the proceedings to be posted for those members who do not feel comfortable attending in person. This meeting is scheduled for May 6th. Further planning for this meeting will be completed at the next board meeting.

Tavern Report:

Inventory and Pricing: Pat Pitz reported that David Whitney is working to consolidate the tavern and restaurant liquor inventories. He is also working on realistic pricing based on a four tier pricing system that reflects the cost of the liquor.

Storage of engraved mugs and wine glasses: David has proposed several solutions to the storage and retrieval of personalized mugs and glasses. The current shelves used for this purpose are needed for liquor storage. It is time consuming for the bartenders to find the correct glass/mug while serving a large crowd. He has suggested that a separate storage rack be provided for these items in an area accessible to the members who could then retrieve them and hand them to the bartender to be filled. The board discussed several possible solutions.

New Business:

Operational Expenses/Capital Improvements:

Golf: A new cart is needed to replace the one that is no longer serviceable. The board voted unanimously to seek a "lease to buy" contract for approximately \$200/month.

Golf: Gerard contracted for the purchase of a power washer for the cost of \$3,959. The outstanding balance is approximately \$2159 and is being paid off at a rate of \$600/month.

Tavern Report: After reviewing the work flow behind the bar during peak hours, David Whitney, our new tavern manager, is recommending that we change the layout to improve efficiency. He is recommending that we purchase and install an automatic glass washer that cleans and sanitizes glasses in a short amount of time, a beer mug cooler and then change the flow of the work station. He provided an estimated cost of approximately \$5,000.

The concept of the revision of the tavern work flow was positively received by the board. Following further discussion, the board voted to request a more detailed plan including specifications and costs for items needed to be purchased. Also needed will be estimated electrical, plumbing and installation expenses.

Pat Pitz was asked to work with David on this proposal.

Computer and telephone systems: The board discussed the potential need to upgrade our computer and telephone systems. Randy Griffin has been working with Madison F and with Networks Unlimited to evaluate and make recommendations related to our phone system. Randy and Madison, along with Kala, will also be evaluating any additional computer needs and will report back to the board.

Newcomers party: The HOA has asked that the Club share in the expenses for a June party for new residents. There was no party provided last year due to Covid-19. The board will provide speakers to review the benefits of belonging to the Club. Board members will be present to introduce themselves to the new residents. The board voted to share costs with the HOA.

Mosquito mitigation: The HOA has requested that the Club help with expenses for mosquito mitigation again this year. In the past, we have contributed labor from Paul Heide's grounds crew and up to \$1,000 for cost of spraying that exceeds the HOA's budgeted amount. The board approved the same contribution this year. Betsy Willy will report this to the HOA and Paul Heide.

There being no further business, upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

Betsy Willy

Secretary