BOARD OF DIRECTORS MEETING MINUTES

August 27, 2021 8:00 am

Aspen Valley Clubhouse

**CALL TO ORDER/QUORUM –** Dennis Mayfield called the Board Meeting of August 27, 2021 to order at 8:00 am.

Directors in attendance in person: Dennis Mayfield, Tim Hansen, Randy Burton, Alisa Carlson, Ed Gussio, John Harrington, Rissa Henderson, Dave Wilder & Frank Medina

Directors absent: Charlie Alfano

Staff present: Ivy Sampson, Nicole Ellman, Jeff Plattis

With 9 Directors in attendance, a Quorum was confirmed and the board meeting could proceed.

CALL TO PUBLIC – Dennis Mayfield – There were no members of the public present

APPROVE MINUTES FROM BOARD MEETING & SPECIAL BOARD MEETING (7/23/21 & 8/19/21)–Frank Medina

Ivy Sampson offered minor editorial corrections to the minutes of 7/23/21 board meeting. MOTION was made by Dave Wilder to approve the minutes from the Board Meeting of July 23, 2021, with modifications recommended by Ivy Sampson and the minutes from the August 19, 2021, Special Board Meeting. Motion was seconded by John Harrington. Motion was approved unanimously.

ANNUAL MEETING & ELECTION OF BOARD MEMBERS UPDATE – Frank Medina and Ivy Sampson

Ivy Sampson indicated that 110 members have already voted in the election of board members. A combination of 197 members attending the Annual Meeting and/or submitting ballots with appointed proxy are needed to certify the election of new board members.

The 60-day advance notice to Membership of the Annual Meeting to be held on September 25, 2021 at 4:00 pm was sent out on Saturday (July 24, 2021). The error granting only 1 vote per membership was caught and ballots were revised to allow 3 votes per membership to fill the 3 vacant board positions.

COVID-19 UPDATE – Rissa Henderson

Rissa indicated that AVGC is still recommending masks be worn when indoors and proper social distancing be observed. As noted in the recent edition of the Mountaineer newsletter, there have been clusters of COVID-19 present at AVGC. It should be reiterated to members that if they or anyone within their immediate family has COVID-19 they should not come to the club until proper quarantine measures have been taken. It was discussed making vaccination for COVID-19 a condition for employment in 2022. Dennis Mayfield requested that the COVID Committee develop guidelines regarding COVID vaccinations for employees and bring the recommendations forward to the Board. The Board also requested that the COVID Committee investigate the application of privacy laws concerning notification to others that employees and/or members have contracted COVID.

Randy Burton indicated that meal preparation for the upcoming Fall Classic Golf Tournament have been modified to have the food served as an outside buffet and have attendees sit outside as much as possible to minimize indoor gatherings.

FINANCE COMMITTEE – Dave Wilder

Tim Hansen requested the Finance Committee review and recommend to the Board approval of the audit of the 2020 Financials. Nicole Ellman stated that the audit had no material findings.

Referencing the July 2021 Financial Report distributed by Nicole Ellman prior to the meeting, Dave Wilder noted that Total Cash is down slightly, but Accounts Receivable are up, so the financial picture is still quite good.

Tim Hansen made a **MOTION** to approve the July 2021 financial reports as presented. Randy Burton seconded the motion. The motion was approved unanimously.

FGMC UPDATES – Jeff Plattis

Jeff Plattis indicated that the current Maintenance Staff is comprised of 7 full-time and 4 part-time employees. The full-time employee count is down due to the start of the school year. Jeff noted that hiring employees this year has been very difficult. 50 people initially showed interest in employment, talked with 40 of these individuals and schedule 15 interviews. Only 1 individual showed up to the interview. Of the 40 initial discussions with perspective employees, only 3 individuals were hired. Jeff indicated that he may look to re-initiate the use of attendance bonuses for maintenance staff next year.

Jeff also offered the following:

* All leased equipment is performing well this year.
* Algae treatment on the lakes has been high this season. The lake on Hole #5 has taken multiple applications of algaecide as well as sunlight to clear up the algae bloom. Use of algaecide has to be monitored to avoid killing the fish in the lakes.
* Recorded 9 inches of rain during July; excessive water running through the Rio de Flag has been very stressful on the course; re-sodding damaged areas of Hole #17 fairway have been completed and the hole will be opened back up to a par 5 today (8/27). Bunker restoration on Hole #17 will begin on Monday.
* Blankets to cover all of the greens were ordered and should be received in September.

GREENS COMMITTEE – Ed Gussio

Ed Gussion noted that the Remodel Committee has reduced the original plan to update the golf course; their recommendations reduced the anticipated costs from $2.2M to $1.2M. The Remodel Committee will now investigate the priorities of the revised plan and bring the recommendations forward to the Board.

The committee identified 5 holes with bunkers that need to be revised (these are not included in the update plan). Jeff Plattis and the maintenance crew will work on the bunkers on Holes #5, #10, #13, #14 and #17 during the upcoming winter.

Ed Gussio noted that the priorities for the Greens Committee for the remainder of the year are:

1. Continental Country Club Bankruptcy
2. Securing a long-term water source
3. Preparing remodel plan for consideration by the Board and Membership

HOUSE COMMITTEE – Rissa Henderson

Risssa Henderson indicated that one member of the House Committee spoke with some of the members who are cigar smokers regarding smoking on the patio and adjacent to doors into the clubhouse. The cigar smokers were very aware of the issue and will remain away from the doors to the clubhouse. For the remainder of the year, the doors to clubhouse will be kept closed when cigar smokers are on the patios. Through the winter, the House Committee will look at other areas that could be designated for smoking.

Rissa noted that the House Committee also discussed non-member use of the clubhouse and restaurant. Staff will be asked to direct non-members to Ivy Sampson who will introduce them to the club and how to apply for membership. She will also remind them that to use the facilities, they must be accompanied by an active member. Rissa said that the Committee will also be suggesting pro shop merchandise include a price for members and another for non-members.

Dave Wilder raised a concern brought to his attention about over-serving alcohol to members, jeopardizing their safety and creating a liability issue for the club. Ivy Sampson indicated that training has been implemented for staff about over-serving club members. It was suggested that the House Committee review the personal code of conduct to determine if additional policies or procedures are needed or if the existing policies just need to be enforced. It was also suggested that a reminder about responsible drinking should be included in the Mountaineer weekly newsletter.

GOLF COMMITTEE – Randy Burton

Randy Burton offered the following:

* Outdoor dining will be implemented for the Fall Classic as part of COVID mitigation measures.
* Actions taken to improve pace of play seem to be working.
* No changes to the TBD policy implemented this year at this time.
* Couples event had some late cancellations which resulted in the wasting of food purchased specifically for the event. Will be looking into back-charging members for food costs if cancellations are too close to the date of the event. Ed Gussio noted that for the Firecracker event, fees were charged upfront and if cancellation took place to close to the event date, the fee was not refunded.

MEMBERSHIP COMMITTEE – John Harrington

John Harrington stated that year to date, 28 new full memberships, 7 associate memberships and 7 preview memberships have been sold. Currently, there are 383 full memberships and17 associate memberships, with a waiting list of 24.

Ed Gussio inquired if we have any information on why members are leaving the club and would some type of exit interview be warranted to determine the reasons for the departures. This information would be helpful when convening for the Board retreat in December to plan for the 2022 season.

John Harrington noted that the Membership Committee has started planning for the 2022 season including setting up the new member social and developing membership criteria.

CONTINENTAL BANKRUPTCY UPDATE – Dennis Mayfield

Ed Gussio noted that Attorney Randy Nussbaum is communicating with the Attorney representing the Continental Country Club in the Bankruptcy proceedings regarding the City of Flagstaff Reclaimed Water contract and the FGMC maintenance responsibilities.

Ed Gussio also noted that the subcommittee dealing with the CCC Bankruptcy has begun investigating other options for watering the Aspen Valley golf course. Drilling of a well adjacent to Hole #15 is an option that merits additional investigations. Jeff Plattis has told Ed that Lake Humphreys could be filled by a well located adjacent to Hole #15 since the irrigation system is a looped system allowing water to flow in either direction. Ed noted that there are several considerations associated with the City of Flagstaff that would need to be addressed. It was suggested that Rita McGuire be hired as a consultant to investigate the issues that need to be resolved in order advance the option of drilling a well in this area.

Ed Gussio made a **MOTION** to hire Rita McGuire at a cost of not more than $2500 to investigate the feasibility of drilling a well adjacent to Hole #15 for golf course irrigation purposes. Motion was seconded by Alisa Carlson. The motion was approved unanimously.

BY-LAW REVIEW UPDATE – Alisa Carlson

Alisa Carlson stated that the meeting is scheduled for mid-September. She also invited suggestions for additional members to be added to the committee charged with updating the By-laws.

GENERAL MANAGER UPDATE – Ivy Sampson

Ivy reported on the following:

* The lease for new golf carts needs to be signed soon since it will take approximately 6 months to get the new carts. Ivy stated that the new carts being considered will include:
  + Lithium-ion batteries that can be used for 54 holes; charging of these types of batteries are more efficient than the current batteries and could saving on electricity costs.
  + Also looking at adding GPS capabilities to the new carts and Golf Genius, which will allow for real-time scoring for club events.

The added costs for the lithium-ion battery and GPS capabilities will be $8000/month, which is $2200 more per month than the current lease.

Tim Hansen made a **MOTION** to have Ivy Sampson execute a lease for new golf carts that include lithium-ion batteries, GPS system and Golf Genius software. Motion was seconded by Frank Medina. The motion was approved unanimously.

* Looking at projects for the 2022 season
  + Need to secure 2 new ice machines
  + Update to the practice area with Forever lawn material

ACTION LIST REVIEW – Frank Medina

Frank Medina inquired about the status of the following action items:

* Need for ZOOM Meeting capabilities for the Annual Meeting – Ivy Sampson will send out the notice 3 to 4 days in advance of the Annual Meeting that it will be available by ZOOM.
* Golf Cart stuck in the Rio – Ivy Sampson said that this incident was investigated and it was determined that it was an accident and not a malicious violation of club policies; no further action needed.

NEW BUSINESS – Next meeting Thursday, September 23rd, 8:00 am.

Tim Hansen indicated that a date needs to be established for the AVGC Board of Director’s retreat; It was suggested that the retreat be held on either November 20th or December 4th. Further investigations will be done to finalize the date of the retreat.

Board meeting adjourned at 11:10 am.