

SALT POND GOLF COURSE OPERATIONS, INC.  
BOARD OF DIRECTORS MEETING  
March 19, 2010

The meeting was called to order by Vice President Dick Crawford at 12:00 Noon in the Community Center.

**Attendees:**

Board Members present: J. Kennedy and R. Crawford

Also present: Bruce DeForest, Superintendent, Art Whaley, Head Golf Pro and Wendy Parker, Finance Mgr.

**Acceptance of the Prior Minutes**

The Minutes of the January 19, Meeting of the Board were approved by Board members by e-mail.

**Meeting without a quorum**

Since a quorum was not present, this meeting was for information only.

**Superintendent's Report**

Bruce DeForest asked for revised employee application forms for golf course positions, including a criminal background disclosure section. Dick Crawford agreed to follow-up with Bill Kester to develop the form.

The new well project is progressing. The permitting process is underway. Bruce noted that whenever a new permit is requested from DNREC a flag comes up, because Bethany Beach supplies the water for the community. We will need a release from Bethany to verify that it does not supply water to the golf course.

The following part time seasonal employees have been rehired for the season: John Pieplow and Al Michael. A third person will be added later. Full time employees are Bruce and Stan and Rich Gates.

The Hole 5 drainage problem work was completed and seems to be working this time.

Eleven used replacement golf were delivered.

Bruce was asked about the status of the bulk head at Hole 10. It's not getting better. He is gathering replacement cost info. DNREC permitting likely will be required.

**GOLF PRO's REPORT**

The next Marketing Committee meeting is set for March 23 at 11:00 am.

The counter and shop touch-up painting had been completed by Jack \_\_\_\_\_.

To help reduce staffing at the pro shop during inclement weather, Art is pricing mechanical answering machine options as well as the Verizon electronic voice-mail.

He has met with Mary Davis to get the names on good caterers for golf functions. They are in short supply. He will continue to work with Mary on this.

New gift certificate forms are being developed to include a carbon back-up and an expiration date. He is working with the UPS Store to develop cost on the new form.

The current 2010 Tournament Schedule is attached to the minutes. He will plan a DEWGA event for 2011. DEWGA plans its tournaments in September for the following year.

To better control Pro Shop inventory, Art has developed a new form for each company delivering new merchandise to allow it to be logged in with the invoice so that the cost is clearly shown. Wendy Parker assisted and believes the new form will reduce the past problems on cost data.

Art plans to operate the Pro Shop with 14 shifts a week. Art will staff six (6) shifts - opening to till close with lessons given after 3pm. Eight (8) shifts will be covered by employees covering 12noon to close. The employees will alternate between two (2) to three (3) shifts per week with the exception of one person who will work only a single shift per week.

Cart boys will return for the season. Two veterans (CT and Billy) are expected to return. During the main season – Memorial Day to Labor Day - six will be needed in total.

The Liquor cart will have two people to cover it. Hourly rate will be \$2.50 per hour plus tips. Start on Memorial Day weekend, then full time in mid June.

## **FINANCIALS**

Wendy Parker reported that January and February revenue was mostly a book entry for 2009 membership carryover. The planned revenue was \$41,000. Of that \$34,283 was 2009 membership carryover. The loss for the period was \$90,701.68. Weather was the major factor. Snow covered the course during most of the period to date.

Both Stan and Bruce were active in snow plowing in the community during the period and the cost of that activity has been billed back to SPHA and the Villages.

March YTD shows revenue of \$24,475 against a budget of \$52,000. The membership budget is \$45,000 and renewals are about half way there.

Wendy reported that a new money market rate with PNC Bank has been negotiated. However, the PNC Bank statements for last month show no interest being paid on the money market accounts. This is a mistake that will be corrected.

## **OLD BUSINESS**

### **SNACK BAR OPERATION**

Payments due from MAC Catering to the Golf Course amounting to \$3982.81 continue unpaid. The matter is in the hands of the TSPGCO lawyer for collection.

## **NEW BUSINESS**

### **LEASE OF THE SPHA GOLF COURSE FOR 2010**

The annual lease for the use of the SPHA golf Course land was proposed for 2010 on the same terms and conditions as before. The Board unanimously approved the lease and directed Vice President Crawford to sign it on behalf of TSPGCO and to submit it to SPHA for signature. The SPHA Board, however decided that the lease should be a five (5) year lease and the lease was rewritten with the only change being the five year term. VP Crawford signed the revised lease for presentation to the SPHA Board.

### **BIRDIES SNACK BAR STATUS REPORT**

Dick Crawford reported on the activities underway to get Birdies underway for the 2010 season. He has been ably assisted by resident Charlie Smith a long time restaurateur has been a great help in advising Dick. Dick and Charlie interviewed Pat Milstead for the manager position and based on her experience and the interview recommend her for the position. Dick will prepare drafts of the position descriptions for the Mgr's. job and staff.

Pat will participate in the hiring of the additional required staff people. Several people have already been identified as possible candidates.

The snack bar will operate 8-4 daily from Memorial Day weekend. Shifts will be 7:30am to 4:30pm (nine hours) for the weekend. Starting in mid June the hours will be daily until Labor Day.

Employees of the snack bar will get a free lunch while on duty and a \$40% discount other times. Tips will be shared. Other course workers will get a 40% discount on purchases.

With Charlie Smith's help Wagner & Sons has been identified as the food supplier. They are better able to handle small orders. That company would supply both food and paper products with flexible delivery schedules. They carry a good selection of prepackaged foods such as salads and breakfast items. Charlie is preparing a possible menu with pricing. Some new kitchen equipment (pot and pans , etc) will also be needed.

### **CHANGING THE FINANCE MANAGER'S POSITION FROM INDEPENDENT CONTRACTOR TO AN EMPLOYEE**

Wendy parker has asked to become an employee of TSPGCO, rather than an independent contractor. Due to lack of a Quorum the matter was deferred.

## **ADJOURNMENT**

The meeting was adjourned at 1:35 pm.

Respectfully submitted,

J. Kennedy  
Secretary

THE SALT POND  
TOURNAMENT SCHEDULE  
2010

May 7th-Friday	Annual NARFE Outing (rain date May 14th)
May 12th Wed	Ladies Day Kick Off
May 15 <sup>th</sup> Sat	Annual Opening Day (rain date May 16 <sup>th</sup> )
May 17th Mon	Starboard Tournament (rain date May 24th)
May 21 <sup>st</sup> Friday	Delaware National Guard Foundation
June 1 <sup>st</sup> Tue	V.F.W. Annual Spring Tournament
June 3 <sup>rd</sup> Thur	Men's & Ladies Captains Choice
June 16 <sup>th</sup> Wed	Ladies Flag Day
June 21 <sup>st</sup> Mon	Men's & Ladies Match Play Begins
July 14th Wed	Play With The Pro (Ladies)
July 29 <sup>th</sup> Thur	Couples (2person captain choice)
Aug 21,22	Men's & Ladies Club Championship
Sept 10 <sup>th</sup> Fri	Mariners United Methodist Church
Sept 22 <sup>nd</sup> Wed	1 <sup>st</sup> Annual Salt Pond Women's Fall Classic
Oct 1 <sup>st</sup> Fri	St. Ann's Annual Golf Tournament
Oct 9,10	Men's & Ladies Club Championship