

BAYWOOD GOLF AND COUNTRY CLUB

Board of Directors' Meeting

Thursday, May 7, 2020

Dining Room 5:00 pm

The regular monthly board meeting of the Baywood Board of Directors was held on May 7, 2020, in the Baywood Dining room. Board members present were: President Jay Hight, Vice President Ann Truesdell, Secretary Dennis McDonald, Treasurer John Goff, and Directors Kevin Knox, Stacie Nickerson, Mike Dominick, Ron Pontoni, and Ryan McCulloch. Staff members present were House Manager Wendy Smith, Golf Professional Greg Bean, and Club Manager Brett Soutiere. Due to the county "shelter in place" policy instituted to mitigate the coronavirus pandemic, the meeting was closed to the membership.

The meeting was called to order by President Hight at 5:02 pm.

A motion to approve the corrected April 23, 2020, board meeting minutes was made by Ann Truesdell with a second from Ron Pontoni. The motion was passed 9-0.

Member Comments: None were submitted to the office for board consideration.

House Manager/Event Coordinator Report – Wendy Smith: It was reported that at the managers meeting on May 6, 2020, it was discussed what steps needed to be taken for a soft opening of club services. The bar would be curb-side service only with the portable bar set up in the outside patio doorway. Hours of operation will be 11:00 am until 6:00 pm. The beverage menu would be limited and a limited food menu could be added at a later date. All staff would be gloved and masked and members would be restricted from entering the club house bar area and required to adhere to the rules of social distancing. Beginning Saturday, May 9, 2020, the "no outside beverages" rule will be back in effect. Ms. Smith stated that she has ordered more personal protection items and has arranged for minimal garbage pickup.

Golf Professional Report – Greg Bean: Mr. Bean reported that 33 of the 34 landscape trees have been planted and there are three that may need to be relocated. It is okay to post rounds while we are playing under the modified rules during the virus period. Private carts are able to be used; this has the okay from all of the county agencies. The cart lease program members may be assigned a specific cart for their use. The one rider per cart policy will be in effect as per the county agencies. The Golf Shop will be open for tee times and sales with the restriction of one customer at a time in the shop and masks must be worn. Greg has checked with the other area clubs and they all appear to be following the county guidelines. It has been suggested that we modify the cart lease program for this year to provide more flexibility for cart lease options. This will be looked into.

Club Manager Report – Brett Soutiere: Mr. Soutiere reported that office personnel will soon be getting trained on the new printer. Christian Castillo will start back in the office on Friday, May 8. The county is not giving clear direction on the possibility of a full opening of the pool other than swim lessons and a limit of 10 in the pool at any one time, so the opening of the pool and the pool program are in question as of now.

Club Accountant Report – Mr. Soutiere reported for Stacey Cootes that the membership audit is complete. The receivables are 89% current and the new collection program is working.

Discussion Action Items-

- a) **Account Service for Redwood Capital Bank Credit Card:** Mr. Soutiere reported that the current credit card is in Ron Pontoni's name with a \$5000 limit. This makes auditing of the purchases by current office staff more difficult. Ms. Truesdell made a motion that we cancel the credit card with Ron Pontoni's name and get a new credit card for Baywood in Brett Soutiere's name with a limit of \$2500 (two thousand five hundred dollars). The motion was seconded by John Goff. After some discussion on the appropriate card limit, the motion passed 8-1.
- b) **Office Copy Machine Lease:** Resolved prior to the meeting.
- c) **Health Crisis Impact on Members: Dues, Food and Beverage Minimums, etc.:** Reduction of some fees was discussed with the topic referred to staff.
- d) **Future Status of Members Sent to Collections:** Discussion took place regarding terminating delinquent members that need to be sent to collections and possibly denying them future membership to the club. Mr. Pontoni made a motion to terminate delinquent members if their Baywood account is turned over to collection by management. If, at a future date, this member applies to rejoin Baywood, the matter will be referred to the Board of Directors who will make a decision on a case-by-case basis. The motion was seconded by Mike Dominick and approved 9-0.
- e) **Swimming Pool Policies for Summer 2020:** Ryan McCulloch presented the new pool policies for 2020 to the Board. Most pool policies remain the same as last year. The important policy of all members and their families registering with Snack Shack personnel upon arrival will be strictly enforced. They will then receive a wrist band which must be worn at all times within the pool area. A guest fee will be charged for each guest of Golf and Social members. Adult guest fees are \$10.00 each and adult guests are permitted to accompany the member once per month. Child guest fees are \$5.00 each with unlimited frequency of visits. Pool memberships do not include guest privileges. These rules will go into effect when the COVID-19 restrictions are lifted. A motion to accept the new pool policies as presented was made by Ann Truesdell, seconded by Kevin Knox, and approved 9-0.
- f) **Strategy for Re-Opening Select Club Services:** Covered previously.
- g) **Next Board Meeting Date:** Thursday May 28, 2020.

Committee Meeting Reports as Needed – John Goff set a time and date of 3:00 pm on May, 21, 2020, for a Finance Committee Meeting.

Old Business – None.

New Business - New members are Jerome Guffey (41-75 Ind Golf), Jackie Schirmann (41-75 Ind Golf), Jason Forster (41-75 Ind Golf), Daniel Romano (24-40 Ind Golf), Paul & Cheryl Grunden (41-75 Fam Golf), Joe & Cindy Lindgren (41-75 Fam Golf). Mr. Dominick made a motion to accept the new members, seconded by Ann Truesdell, and approved 9-0.

The one resigning member was Matthew Casagrande (24-40 Ind Golf).

Adjournment of Open Session – 6:28 pm.

Closed Session – None.

Respectfully submitted,

Dennis McDonald
Secretary to the Board