

**New Seabury Club Members Associates, LLC
Board of Managers Meeting Minutes
October 18, 2018**

The Board Meeting on October 18, 2018 was called to order at 6:01 p.m. by Chairman Richard McGrail. In addition to Mr. McGrail Board members Mike Forbes, Bill McCormack, Mike Murphy, Sharon Bazarian, Bill Blaisdell, and Rick Quinby were present.

Mr. McGrail informed the Board that Chris Card was not able to attend the meeting this month due to another business commitment. Mr. Card will attend the November session.

The first order of business was to review September 13, 2018 minutes. After a brief discussion a motion was made to accept the NSBOM meeting minutes from September as submitted. The motion was seconded and unanimously approved.

Treasurer's Report

Treasurer Mike Richardson reported that the bank account cash balance at the beginning of October was \$18,023.23. A check for \$70.00 to pay the annual charge for the Boards Post Office box was process on October 12, 2018 was the only expenditure during the month leaving a balance of \$17,953.23. No additional spending is anticipated for the remainder of the month of.

A motion was made and unanimously approved to accept the October 18, 2018, Treasurer's report.

Committee Charter Review & Approval

In order to streamline and enhance the performance of the various Board committees, it was agreed that written charters detailing the role and responsibilities of the committees and its members were required. Draft charters having been drafted and circulated, the Board had a final reading of each and they were then submitted for approval.

Finance Committee

This is the only internal Board committee. At a minimum this committee will be comprised of the Treasurer and the Chairperson of the Board of Managers. A brief discussion ensued and minor edits were accepted for inclusion in the final document. It was also agreed the Board Treasurer would always chair this committee.

A motion was made to approve the Finance Committee Charter. The motion was seconded and unanimously approved.

The Communications Charter Review

The Communications Committee charter was accepted as submitted. It was also agreed that the 2018 – 2019 committee will be chaired by Bill Blaisdell

A motion was made to approve the Communications Committee Charter. The motion was seconded and unanimously approved.

Food and Beverage Committee Charter

The Food and Beverage Committee charter was accepted as submitted. It was also agreed that the 2018 – 2019 committee will be chaired by Mike Murphy.

A motion was made to approve the Food and Beverage Committee Charter. The motion was seconded and unanimously approved.

The Golf Committee Charter

The Golf Committee charter was accepted as submitted. It was also agreed that the 2018 – 2019 committee will be chaired by Mike Forbes.

A motion was made to approve the Golf Committee Charter. The motion was seconded and unanimously approved.

The Nominating Committee Charter

There was a brief discussion regarding the Committee charter and its relationship to the information detailed in the Board Operating Agreement. While the committee document is based on the Operation Agreement language, it was agreed that if any future conflicts presented themselves the Operation Agreement would supersede the Charter Document. It was also agreed that the 2018 – 2019 committee will be chaired by Mike Richardson.

A motion was made to approve the Nominating Committee Charter. The motion was seconded and unanimously approved.

Tennis Committee Charter

The Tennis Committee charter was accepted as submitted. It was also agreed that the 2018 – 2019 committee will be chaired by Sharon Bazarian.

A motion was made to approve the Tennis Committee Charter. The motion was seconded and unanimously approved.

Youth & Fitness Committee Charter

The Youth and Fitness Committee charter was accepted as submitted. It was also agreed that the 2018 – 2019 committee will be chaired by Richard McGrail.

A motion was made to approve the Youth and Fitness Committee Charter. The motion was seconded and unanimously approved.

It was agreed the Richard McGrail will present and review Committee Charters with Chris Card. He will also confirm the Committee Chairs and ask Chris to identify a primary contact person for each committee chair.

2018 Members Satisfaction Survey

The group discussed changes, recommended as a result of Board and Club review of the previous year's surveys, for the 2018 Annual Member Satisfaction Survey. In addition to a number of wordsmithing edits, it was agreed that the following recommendations would be incorporated into the final 2018 document.

- A question regarding quality of food, service, venues and value of the many Dining and Social Special events held in 2018 would be added
- Add or edit and existing question to see what if any additional kids programs; swim team, sailing, baby-sitting, etc., members might be interested in at the beach and or pool venues.
- Add or edit and existing question to assess the quality of the kids golf program
- Add or edit and existing question to gauge the interest in a Cape Cod interclub competitive kids golf program
- Add or edit and existing question to evaluate the satisfaction with the adult golf instruction program
- Add or edit and existing question to determine if members are aware of the golf club fitting service
- Add or edit and existing question to assess the quality of the kids tennis program
- Add or edit and existing question to gauge the interest in a Cape Cod interclub competitive kids tennis program
- Add or edit and existing question to evaluate the satisfaction with the adult tennis instruction program
- To improve value of our demographics data change the age breakouts to the following;
 - Under 40
 - 41-54
 - 55-65
 - 66-74
 - 75 and over
- Modify the length of membership break out to the following:
 - Less than 1 year
 - Between 1 year and 5 years
 - More than 5 but less than 10 years
 - More than 10 years but less than 20 years
 - More than 20 years

It was agreed that the survey would be sent to members on October 29, 2018 with data collection completed on November 29, 2018. The Board will review and compile data by the end of the first week of December and a meeting schedule for review with Club Management as soon as possible thereafter. Summary Data will also be shared with the members again this year.

2019 Membership Plan and Rules & Regulations

The group shared initial thoughts regarding the 2019 Plan and Rules and Regulations documents. It was agreed that the unresolved members issues from the 2018 Plan would make up the major component of the Board's input;

- Silver membership be available at 75 years of age.
- Membership privileges for children be extended up to 26 years old from age 22
- The members have the ability to downgrade their membership if family circumstances, age or health warrant such a change. This is particularly important with an aging population
- At a time when Club/Member relations are improving, but with a strong need to grow club membership, hold off at least one more year before implementing any dues increase.

It was agreed that all Board input would be consolidated and submitted to the Club Management on or before October 22, 2018. Included in the Board cover letter would be a request to meet with Chris Card to review and discuss Board input prior to the release of the final 2019 documents.

There being no further business, a motion was made and seconded to adjourn the meeting at 8:30 p.m.

Respectfully submitted,
Sharon Bazarian
Secretary