

Minutes of New Seabury Board of Managers Meeting

October 8, 2020

Location: New Seabury Country Club

The following are the minutes of the board meeting held on October 8, 2020. The Chair presided over the meeting, the Secretary was present and recorded the minutes.

Attending Board Members: Richard McGrail, Ann Marie Beasley, Mike Forbes (via telecom), Doug McHale, Kathy Griffin-Mayo, Michael Murphy, Rick Russo, Marliese Zafiropoulos. Additional Attendees: Chris Card, Club President, Jim Clay, Director of Golf and Director of Membership, Bob Higgins.

Note: Motions/resolutions are in **red bold type**; Action Items are **highlighted in yellow**. Copies of reports or presentation notes, when available, are noted in *italics*.

The meeting was called to order by Chair Richard McGrail at 6:00 pm. The first order of business was the **review and approval of Board Minutes from September 9, 2020**. Following a brief discussion, **a motion was made and seconded to accept the September 9 NSBOM Meeting Minutes**.

Treasurer's Report

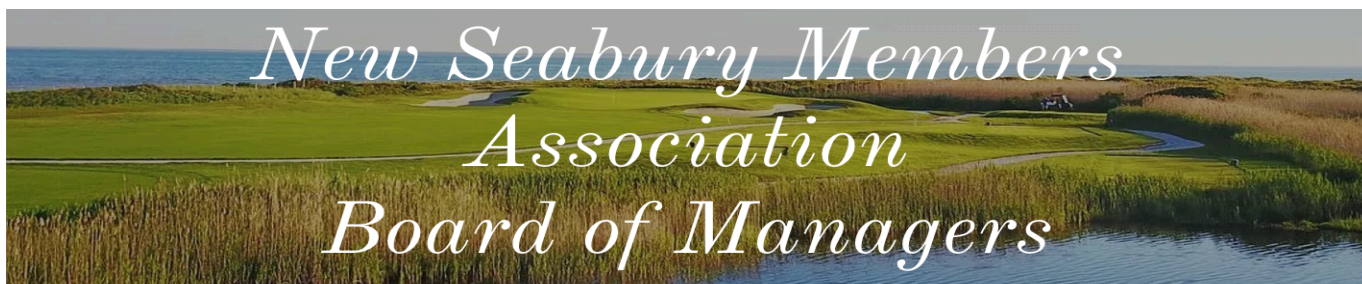
Treasurer Mike Richardson was unable to attend the meeting. Richard McGrail reported that two checks were processed since the last meeting, \$80.39 for the use of Zoom for the Annual Meeting, and \$91.87 for the framed certificates of appreciation for the three outgoing 2020 Board members. The balance in the Association account entering October is \$8382.20.

Richard also mentioned that the next planned expenditure will be for the renewal of the Board's D & O insurance in December. Three quotes will be requested and a proposal will be submitted for Board approval in late November/early December timeframe.

A motion was then made to accept the treasurer's report. The motion was seconded and unanimously approved.

Communications Committee

Richard McGrail reviewed the Communication document circulated with the meeting material package which summarized the September/October email blasts. Richard noted that we are continuing to get strong open rates (averaging 68-75%) for the NSBOM email communications to members.



Richard solicited input for the October E-Mail blasts. The group suggested a reminder on of 95 Shore, The Lure, and The Poppy venues as one option. Richard also made a request for additional content for the Peninsula Reporter publication.

The group also discussed whether modifications were necessary on the 2020 Member Satisfaction Survey due to the effect of the pandemic on the season. It was agreed that the majority of the questions apply despite of the COVID-19 pandemic and keeping it consistent would allow us to continue the year-over-year benchmarking process in measure progress/improvement at the Club. The group suggested reminding members in the email communications (and subsequent reminders) that the survey covers the time period since the last survey and is an opportunity to provide suggestions to the Club. Chris Card and Bob Higgins agreed with the Board to keep the survey as is and adding an n/a choice where appropriate.

All agreed that Richard should move forward with creating and executing the 2020 survey. It was also agreed that the survey will be posted on November 3, with data collection running through Friday, November 27. Weekly reminder emails will be posted to encourage member participation. The results will be compiled, reviewed, and shared with members and management. The goal will be to complete this work by mid-December.

Management Update

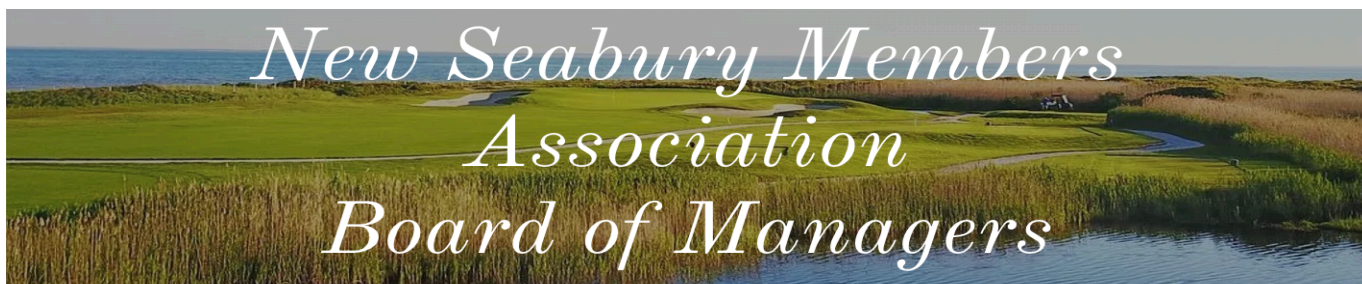
Chris Card, Jim Clay, and Bob Higgins joined the meeting at 6:30. Chris kicked off his remarks with an overview of the plans for Thanksgiving at the Club. Thanksgiving is traditionally a big day for family dinners at the Club. However, with the State's limitations of no more than 10 at a table and other COVID-related gathering challenges, the Club will not be open for dinner service this year. They will be offering a Turkey dinner takeout service. Details have been circulated in the weekly email blasts.

Chris also shared that the interview process continues for the Food & Beverage Manager. They have received a great deal of interest in the position and are confident they will be able to attract an exceptional candidate for the position. Also, on the personnel front, a new Superintendent has been hired and is scheduled to start on November 1st. He will be working with Scott to ensure a smooth transition. His first order of business will be to review the current state of course conditions, develop an action plan for the remainder of the current season, participate in the 2021 budget process.

Jim Clay reported that the Men's and Women's lockers rooms will close on October 15th for renovations. The plan is to update floors, carpet, tile, fixtures, and showers.

Q & A

After Chris's opening remarks, the Management team responded to several questions from the Board.



- Rick Russo kicked off the Q & A with a raised question about the Thanksgiving takeout offering party size and pricing. In addition to the \$225 dinner for 6, Rick suggested that dinner for 4 also be offered. Chris agreed to review the request with his team to accommodate smaller parties.
- Marliese Zafiropoulos asked Jim if he has considered hiring a Lady Professional to fill his open Assistant position next season. Jim Clay said he is open to the idea and has actively looked for female candidates. However, he said the pool of qualified candidates is much smaller and the cost of seasonal living on the Cape has made it very hard to attract candidates. That said, he will be looking for people for his open position this offseason.
- Rick Russo mentioned that the current process for the wine purchase program requires members to email Roberto DaCosta to request pricing and then make the purchases. Rick suggested that wine specials, including the “member price”, be published in the weekly Enews update. Chris and Bob agreed to look at how to streamline and improve the program.

After these opening discussions, Chris, and Bob participated in the Action Committee Reports.

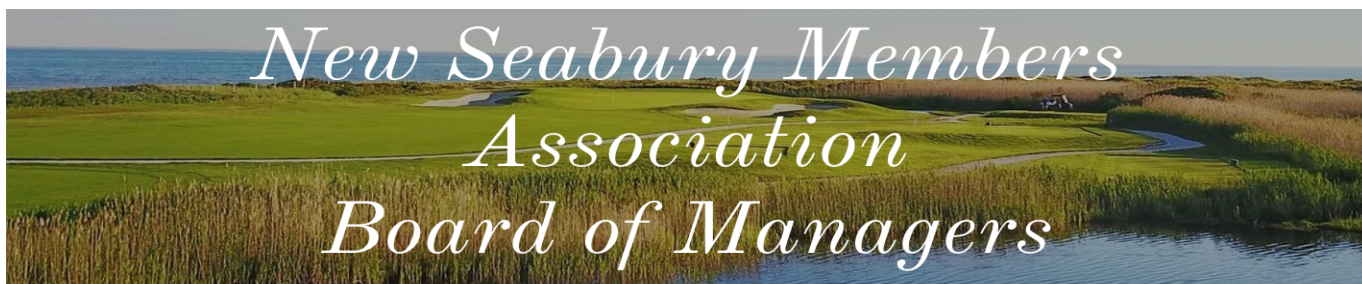
Food & Beverage Committee

Rick Russo shared that he met with the 95 Shore staff to discuss the possibility of opening on Wednesday evenings. Due to the low traffic volumes seen on Thursdays and staffing challenges, it was decided not to add Wednesdays at this time. Rick also reported that The Poppy will be shifting to a Thursday – Sunday schedule after October 15th until they close in mid-November. The Lure will be open Friday, Saturday Sunday also through mid-November.

Rick also updated the group about his discussion with the Club regarding the updated October COVID guidelines. The Club will be increasing party size which now allows up to ten people at tables and limited bar seating. The Poppy and 95 Shore will allow for the increased parties but will keep the tables at the bar vs allowing bar seating. He also noted that the allowable gathering size has increased to 50 allowing for small functions at the Club.

Golf Committee

Doug McHale reported that the course conditions seem to be improving. They are grooming the traps twice per week with touch-ups as needed. Doug shared additional concerns about the condition of some of the outbuildings and the attention to detail.



Doug also reported that plans had been finalized for improvements to the Golf Practice facility. The Club will be building a new teeing area. The new tee box will be positioned to angle the hitting area to the right of the current target line to direct ball flight away from the new Phase 4 houses.

Tennis Committee

Kathy Griffin-Mayo reported that the fall activity is continuing with strong participation. The Club is considering keeping the nets up on a few courts for late fall and winter use. By and large, the tennis members are extremely happy. Chris Card confirmed that the hard court will be open for extended play and going forward the extended program will continue in future years.

There was also a discussion about the possibility of installing a bubble over a couple of courts to allow for year-round play. Chris shared that the expense is significant, and more research would need to be done before pursuing it further.

Youth and Fitness Committee

Kathy Griffin-Mayo also provided the Youth and Fitness update. She reported that several requests have come in for indoor classes. Jim Clay shared that Amy Warr is exploring the use of the ballroom for indoor fitness classes with a set-up of one person per 14 feet. The goal is to start in late October/early November.

Kathy asked Chris about hosting a Turkey Trot on Thanksgiving morning with donations to the Boys and Girls Club. Chris said if NSBOM runs it he will support it. **Ann Marie & Kathy took the action to develop a plan. Jim Clay and Bob Higgins agreed to help clarify state guidelines.**

Ann Marie Beasley brought up the poor conditions of the walking paths. Chris shared that the paths are the responsibility of the Peninsula Council. Chris indicated that New Seabury would support the Peninsula Council, but would not fund the work.

Next Meeting Date

The next scheduled meeting is November 12th at 6 pm. It was noted that this will be the final meeting of 2020. **With no further business, a motion was made and seconded to adjourn the meeting at 7:59 pm.**

Respectfully submitted,

Ann Marie Beasley, Secretary