

# Mount Pleasant Golf Club

141 Staples Street  
Lowell, Massachusetts 01851  
www.mpgc.net

*Established 1910*

*(978)452-8228*

**Jason Howarth**  
*President*

**Chris Green**  
*Vice-President*

**Bob McLeod**  
*Secretary*

**Brian Campbell**  
*Treasurer*

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## Board of Directors Meeting

November 15, 2017

President Jason Howarth called the meeting to order at 7:06 p.m. with all board members present except Donna McMahon.

### TREASURER (taken out of order due to the pending end of year audit)

Brian reported the following account balances: Operating Account \$34,803; Payroll Account \$15,408; Money Market Account \$100,931; Stabilization Account \$5,131; Total Cash \$156,273:

Brian stated with Cash on Hand at \$156K, it was a good year overall especially considering the slow start; upstairs bar is up, greens fees are consistent with last year, cart fees down \$9K; Expenses – course salaries and chemicals are up, bar and house salaries up slightly (reflecting increase in recent activities), Tournament salaries are down (seasonal impacts and cautious scheduling), and G&A steady; Bank Note at \$393K at end of Fiscal Year, due to continuing the accelerated pay down rate this year.

Work on the transition has begun – meeting with Enterprise Bank regarding signature changes and account privileges; Payroll company signature change over scheduled on 12/8; bookkeeper training scheduled to begin after Thanksgiving (JONAS training, logon, etc.); budget framework developed, will meet with committee chairs to update – agreed, new board to finalize budget.

**Motion** by Phil Regan, seconded by Chris Green to accept the Treasurer's report. Vote unanimous – Motion passed.

At 7:31 p.m. Brian Campbell left the meeting to continue to prepare for the audit, and Donna McMahon entered the meeting.

SECRETARY

Secretary presented the minutes from the 10/18/2017 regular meeting and the 10/25/2017 special meeting for review.

**Motion** by Chris Green, seconded by Jason Frediani to accept the minutes of the 10/18/2017 and 10/25/2017 meetings. Vote unanimous - Motion passed.

#### Correspondence

- From Girls, Inc., request for donation – placed on file;
- From Greater Lowell Community Foundation, request for donation – placed on file;
- From Dick O’Loughlin, Brian Barry and the Lowell High Golf Team, thank you for the use of the course for tryouts and the golf season - accepted;
- From Garry and Norma Murphy, thank you for supporting the Veterans Day Recognition Program - accepted.

#### Membership

The following were submitted for Social membership:

- Michael Paquette
- Brett Hammond
- Bill Theofilopoulos
- Richard Gaffney
- Roger Ploof

**Motion** by Andrea Dutile, seconded by Donna McMahon to accept all five (5) Social members. Vote unanimous – Motion passed.

There was a preliminary review of members on LOA status (letters sent) - four (4) have replied seeking reinstatement, and waiting on responses from three (3) others; no members presently eligible to move to Senior or Senior + status; also three (3) Junior members and five (5) Youth members are aging out and must reapply (letters sent).

A posting and email blast will be developed to remind all Regular AB members that any children turning eighteen years of age by April 1<sup>st</sup> must apply for Junior membership.

**Motion** by Chris Green, seconded by Andrea Dutile to accept the Secretary’s report. Vote unanimous - Motion passed.

## HOUSE COMMITTEE

Donna McMahon reviewed the updated estimates and quotes for the security cameras – after a brief discussion it was agreed to hold pending a meeting with Sean Tully. Donna also mentioned the many upcoming events, including this Saturday's (11/18) New and Not-So-New Newlywed Game.

**Motion** by Jason Frediani, seconded by Chris Green to accept the House Committee's report. Vote unanimous – Motion passed.

## GREENS COMMITTEE

Gerry Foley reported that Chuck Malatesta was scheduled to attend but had to cancel at the last minute – his management review session will be rescheduled for next month; although the major storm damage has been addressed (tree between # 8 and # 9, tree on left of # 3 at base of hill, etc.) residual work and cleanup still remains (trees between # 5 and # 6, wood chipping, etc.) – estimates of approximately \$3.5K to finish tree work and cleanup (will investigate possible insurance claim depending on deductible).

**Motion** by Phil Regan, seconded by Jason Frediani to seek additional quotes, and authorize up to \$4K to finish cleanup and removal. Vote unanimous – Motion passed.

A Complaint from an abutter on the hill regarding Mount Pleasant employees blowing leaves onto their property is being disputed by the grounds crew – the committee will investigate the allegation.

Also looking to schedule additional tree work in fiscal year '18, primarily along the left side of #1 fairway, along the left side of # 7 down the hill, and along and around the tee box on # 8 – initial estimates 1.5 to 2 days work, at \$3K/day – to seek additional quotes,

Miscellaneous items: working on TRIM software; regrading # 7 tee boxes; drafting FY'18 budget.

**Motion** by Phil Regan, seconded by Andrea Dutile to accept the report of the Greens Committee. Vote unanimous - Motion passed.

## TOURNAMENT COMMITTEE

Phil Regan reported the Oktoberfest went well, and the Beef Stew was a big hit although the turnout was lighter than usual; the course is open and playable.

There was a minor issue over a frost delay one Sunday when the Pro Shop staff correctly kept the course closed sign up – agreed to insure grounds crew and shop staff coordinate on weekends with limited staff.

**Motion** by Donna McMahon, seconded by Gerry Foley to accept the report of the Tournament Committee. Vote unanimous - Motion passed.

### COMMUNICATIONS COMMITTEE

Andrea reported that a committee meeting is scheduled to review and recap the year prior to the annual meeting – otherwise it's status quo, the emails and updates continue.

**Motion** by Chris Green, seconded by Phil Regan to accept the report of the Communications Committee. Vote unanimous - Motion passed.

The meeting recessed briefly from 8:15 p.m. to 8:20 p.m. so the Secretary could meet with the Nominating Committee.

### OLD BUSINESS

#### Bookkeeper

Candidate has verbally accepted an offer – agreed that the Secretary will draw up a Memorandum of Agreement (MOA) for signatures prior to her beginning training.

#### Nominating Committee

The board briefly reviewed the report of the Nominating Committee, and plans for the annual meeting

Sean Tully entered the meeting at 8:22 p.m.

### NEW BUSINESS

#### Management review – Sean Tully

Great year overall, especially the upstairs hall/bar; member/guest attendance was good for house events and sporting events – challenge is off season attendance; one glitch was kitchen service in

the evenings; developing written procedures and check lists for facility/operations; taking more proactive approach in marketing upstairs (online inquiries, email replies, additional web info available, etc. produced a 10% increase); looking to develop email list for blasts, outreach to repeats, etc.; security cameras ready to go (parking lots, pro shop, bag room, and entry/exit points; network connection between barn and main office to be completed shortly.

Sean thanked the board for their support and efforts, and the board expressed their appreciation to Sean for his exceptional efforts throughout the year.

City Tournament Representative

**Motion** by Chris Green, seconded by Jason Frediani that Jay Heelon be appointed to serve as Mount Pleasant's representative to the City Tournament Committee. Vote unanimous. Motion passed.

There being no further business,

**Motion** by Brian Campbell, seconded by Phil Regan to adjourn. Vote unanimous. Motion passed. The meeting was adjourned at 9:02 p.m.

NEXT REGULAR MEETING

Wednesday, December 7th at 6:00 p.m.

Respectfully Submitted,

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Bob McLeod, Secretary