

**THE GUILFORD LAKES GOLF COURSE COMMISSION
SPECIAL MEETING**

**Monday, January 13, 2020 at 11:00 am
Guilford Town Hall, 2nd Floor Conference Room**

Attendees: Chair Brittany Mirles, Robert Cuzzo, Patrick Pascale, Cathy Provencher and Chris Hodgson via phone
Others: Brian McGlone, Economic Development Coordinator, Maryjane Malavasi, Finance Director and Mitchell Goldblatt, Human Resources Director, Sally Berezowskyj, recording secretary

Chair Brittany Mirles opened the meeting at 11:02 am.

Consider and act on Guilford Lakes Golf Course 2020-2021 Budget

The discussion began with Salaries. Human Resources Director, Mitch Goldblatt stated that he needs to be able to justify the proposed changes in salaries. The discussion then focused on the appropriate parameters affecting the salary figures. The Clubhouse and official Public Golf Course season currently consists of 39 weeks; April 1 – November 30. Pat Pascale proposed shortening the season to April 15 – November 1 with the reasoning of how much play in revenue would be lost between April 1 – April 15 and November 1 – November 30. Although it could not be quantified at the time, Ted agreed to opening April 4 and closing October 31 which would consist of 30-31 weeks. Mitch Goldblatt quantified the cost of clubhouse staff currently at \$130/day. This would reduce the clubhouse part-time salaries to \$32,884.80. The discussion then focused on shortening the start/close time of the course. Currently the course opens at 7:00 am on Tuesday – Sunday and closes at 7:00 pm with a 12 hour day. Mondays the course opens at 10:00 am and closes at 7:00 pm with a 9 hour day. The proposed changes to start/close times are Monday Noon – 7:00 pm (course maintenance in the morning) and Tuesday – Sunday 8:00 am – 7:00 pm. This reduces the total number of clubhouse hours to 73 for 31 weeks to further reduce the clubhouse part-time salaries to \$28,242.24.

The next discussion focused on maintenance salaries. The current season begins March 15 – November 30 for 69 hrs. /week for 39 weeks totaling 2691 hours. The Commission then inquired of Ted Tighe, superintendent if he could ready the course with only a 2 week lead time of opening the course to the public and 2 weeks after the course closes which would total 36 weeks from 39 weeks. 36 weeks at 69 hrs. /week comes to 2484 hours at a cost of \$34,676.

Finance Director, Maryjane Malavasi interjected that with just these 2 changes to the part-time salary lines the budget decreased by 6.8%. The discussion then continued to address other line items as follows:

- Travel expense from \$3,000 to \$2,500
- Utilities expense from \$7,450 to \$6,500
- Fuel/Gas/Diesel from \$4,100 to \$3,700
- Water from \$24,000 to \$20,000.

With these additional reductions the budget decreases climbs to 8.9%.

The Commission then discussed the importance of the presentation to the BOS/BOF. Backup should include what is planned to be implemented within this budget.

The Commission then went on to discuss changes to revenue line items.

- Greens Fees reduced from \$125,000 to \$105,000
- Remove Junior League Plan of \$1,500.
- Increase special events to \$10,000 from \$4,000 by adding a second tournament
- Increase advertising from \$1,000 to \$4,000. By increasing the tee signs cost to \$500 each.
- Increased gift certificates from \$1,000 to \$4,500
- Increased merchandise (sale of used golf balls) from 0 to \$4,000.

A proposal was made to increase memberships to \$600 and some discussion ensued. It is not part of this budget submission

Motion made by Pat Pascale to approve the budget revisions outlined above for a resulting expense of \$276,755 and revenue of \$162,500. Seconded by Bob Cuozzo and unanimously approved.

Commissioner Chris Hodgson left the meeting at 12:42 pm.

Commissioner Pat Pasqual discussed with the Commission a presentation to the Rotary Board of Directors outlining the Golf Course Budget Proposal and seeking support from the Rotary, additionally requesting a grant of up to \$2,500. Pat feels he would need to apply the grant amount to a specific line item. Pat will be presenting to the Rotary on Wednesday, January 15, 2020 at the Maritime Grill at noon if any other Commissioners would like to attend.

Clubhouse repairs approval was discussed pending the budget approval. Brittany expressed her concerns for waiting until the February 3, 2020 BOS meeting decision and being able to complete the work prior to opening the course scheduled for April 4, 2020.

The Golf Course budget will be presented to the BOS on Thursday, January 23, 2020 at approximately 11:00 am according to the agenda schedule. All members of the Commission are encouraged to attend. There will be a public hearing held on Tuesday, February 3, 2020 at the community center at 7:00 pm. Please enlist course users and season pass holders to attend and speak in support of the Golf Course at this meeting.

Motion made by Cathy Provencher to adjourn the meeting at 1:07 pm. Seconded by Pat Pasquale and unanimously approved.

Respectfully Submitted

Sally J. Berezowskyj

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Recording Secretary

Approved