

Port Jefferson CCMAC Meeting
April 21, 2016
Minutes

Present:

- CCMAC Members – Ron Carlson, Joe D’Agrosa, Rob Kelly, Ray Sommerstad
- Village Employees – Cory Lamendola, Bill Mackedon, Brian Macmillan, Dave Smollett
- Guests – Iris Mastrangelo, Tom Taylor, ?

Introduction

Joe called the meeting to order at 7:06PM, noting that a quorum was not present, and therefore the committee would not vote on any motions.

Joe also mentioned that Stan had successful surgery a few days earlier, but lacked mobility, and would not be able to attend.

Tennis Report: Rob Kelly

Rob provided the following items in his report:

- The 2016 Tennis Association board is now complete, following four board resignations. The new members are Dana Eng (VP and Social Chair), Mary Lou Abata (Treasurer), Chris Forrester (Ladder Chair), and Leo Sternlicht (Tournament Chair). Returning board members are Rob Kelly (President), Kris Adams (Secretary), and Jeff Aston (Interclub Chair).
- Tennis season is underway with many improvements to the tennis facility.
- Tennis announcement process appears to be working well. A notice went from Cory to the members concerning the upcoming meeting of the Tennis Board.
- Authorization for payment of the fees for a trial of the on-line reservation system appear to be proceeding well. We will review the plans for the trial at the Tennis Board meeting next week.

- The Tennis Association requested approval for improvements to the grounds of the tennis facility for an amount not to exceed \$4,500. The plan includes new patio items for two patio locations, work by the village gardener, general maintenance and upkeep, flowers and long term plantings. Iris Mastrangelo, chair of the ad hoc tennis ground improvement sub-committee provided details of the request, and indicated that Margot fully supported the proposal.

Joe repeated Stan’s request that proposals such as this follow the process of being approved by the Tennis Association (or appropriate board), and then submitted to the CCMAC. Rob stated that the items had been discussed by the Tennis Association in the past, and all members were supportive of the suggestion. Margot had requested that the proposal be submitted to the CCMAC at this meeting, but the tennis board would formally vote on the proposal at their meeting on 4/26. Joe asked for a vote among the CCMAC members, and stated that he would solicit additional votes through e-mail to ensure a quorum. The CCMAC members voted 4-0 in favor of the proposal. (the final vote was 10 in favor and 1 abstention.)

Trustee Report – Stan Loucks

Joe reported on Stan’s Trustee Report as follows:

- Discussions with Old Field Club (OFC) are proceeding, and both parties are in general agreement on a “corporate” membership for OFC that would allow a foursome to play on any given day for the standard guest fee plus cart fee. PJCC is still waiting for a formal response from OFC.

Cory Lamindola reported as follows:

Cory reported that membership is down slightly from the same date last year, but that revenues are up. The year-over-year membership count for golf is 470 compared with 498 in 2015. However, golf revenues to date in 2016 are \$900,043.06, compared with \$847,669.07 in 2015. Tennis membership to date in 2016 is 206, compared with 229 in 2015. Tennis revenues are \$130,028.17 to date, compared with \$144,459.15 in 2015.

Cory also reported on membership as of 4/21/1669.

golf resident- 297 (\$408,516.58), belle terre-34 (\$65,785.00), non-resident-113 (\$351,822.48), business 17 (\$41,315.00) and corporate 8 (\$32,495.00)
tennis residents- 69 (\$35,037.17), belle terre- 16 (\$9,303.00), non-resident- 121 (\$85,688.00).

Treasurer’s Report – Dave Smollett

- Dave distributed a report that contained the 2016-2017 PJCC projected income. He explained the report, and stated that the club is operating “well within budget,” although some line items might need to be adjusted. The report shows a 2015-2016 budget of \$1,777,319.00 and projected income of \$1,880,349.89.
- In response to a question on the fund balance, Dave reported that the current balance is \$90K of which \$71K is the tennis capital account. In response to another question, Dave reported that a fund balance in the range of 8% to 15% of operating revenue is typical for a club such as PJCC. Dave stated that he will include fund balance in future reports.

Golf Report – Bill Mackedon

Bill reported the following items:

- The golf shop is now open at 6:15AM daily, and the course is open in May at 6:45AM.
- Tournament groups will begin in early May, and Bill provided a detailed list of the May golf events.
- As a follow-up to the discussion at the March meeting, Bill reported that Margot insisted that every member must swipe their membership card when using the facility. (This has subsequently been modified. All members using the facility must stop at the pro-shop and be recognized. All members playing golf must also swipe their cards. Additionally, all members incurring a charge must sign a voucher confirming that charge.)

- Bill raised the question of whether the new Assistant Pro (Jake Anderson) would be reimbursed for the cost of books needed to prepare for the PGA exam. He will investigate the Village policy on the issue.
- The new starter will begin work in the first week in March, and work through October.
- The final touches on preparation for the season were completed with power washing of the back deck and placement of chairs in the locker room.

Superintendent Report – Brian MacMillan

Brian reported on the following:

- Aeration is underway, and 40 tons of sand were spread on the greens for a better soil profile.
- The tennis opening was completed with placement of wind screens, benches, and awnings. The sprinkler zones were adjusted to provide a more uniform watering pattern on the courts.
- Additional maintenance items were discussed, including the west circle entrance wall and healing from the aeration.
- New staff members are being hired to accommodate some modest staff turnover.
- There was a general discussion of course conditions, and most members stated that the course conditions were outstanding.

Other Business

Joe reported that the preparation of the Grill Room for the season was proceeding, and will open close to the May 1 target date.

There is no date yet for the raffle, and there is a possibility of pushing back the date until after the course opening day breakfast.

Joe sent an e-mail to Tom and Annette concerning their CCMAC status.

The Board of Governors had nothing new to report.

Joe reported on several concepts for a short game area, and will continue to explore the feasibility of the idea including involving the greens committee.

Joe reported on the consensus of the CCMAC on ways to speed up the meetings. Among the actions are:

1. Submission of written reports from the formal committees. The majority of CCMAC members however wanted an oral trustee report.
2. CCMAC members be recognized by the chair before speaking and their comments be brief and to the point.
3. Tournament groups will inform the chairperson when a report is necessary.
4. Questions from the floor will be permitted at the beginning and end of the meeting. Other input from the floor will be at the discretion on the chair.
5. All agreed that except in extraordinary circumstances, monthly meetings should be adequate. The membership size of the CCMAC is appropriate.

Joe mentioned an issue of motions of the CCMAC not being introduced at the Trustee meeting. CCMAC members agreed that any approved CCMAC motion should be introduced at the Trustee meeting.

Ray made a **motion** to adjourn, and Rob seconded the motion. The motion passed unanimously, and the meeting was adjourned.