

**Port Jefferson CCMAC Meeting**  
**February 25, 2016**  
**Minutes**

**Present:**

- CCMAC Members - Joe D'Agrosa, Jim White, Ray Sommerstad, Rob Kelly, Gary Zamek, Dave Hershberg, Donna Woodruff, Lisa Perry, Maria Palmar
- Village Employees – Stacy French, Margot Garant, Cory Lamendola, Bill Mackedon, David Smollett
- Guests – Don Baylor, Nick Amato, Ron Greenstone, Iris Mastrangelo, Sue Siegel, Kris Adams

**Introduction**

Joe called the meeting to order at 7:02PM, noting that a quorum was present.

A motion was made by Jim White and seconded by Rob Kelly to approve minutes of the January 13<sup>th</sup> meeting. The motion was approved unanimously.

**Trustee Report – Stan Loucks**

Stan was not able to attend the meeting in person, but he participated on a telephone conference line. He provided the following items in his report:

- The Grill vendor was announced, along with the new assistant golf pro (Jake Anderson) and the tennis facility management company (Response Tennis Management).
- Plans to handle the unused Grill minimums are almost final. Debit cards will likely be issued to members with an unused 2015 balance, and they will have until May 1 to use the cards. The unused funds amount to approximately \$23,000. A discussion followed on the reasons why many members did not use their Grill minimum in 2015. The 2016 minimums will be paid to the new Grill operator in three installments during the season.
- The current status of facility items was discussed, including the Grill Room AC (complete), golf course bathrooms (almost complete), and allocation of electric costs with Lombardi's (in negotiation).
- Possible dates for yearly country club dues and corresponding late fees were discussed. Jim White introduced a **motion**, seconded by Lisa Perry, to request payment from existing members by March 1, with late fees for payments received after April 1. Following the discussion, the motion passed with a 5-3 vote. Note that the motion did not address new members since no notice was sent to them.

**Golf Report – Bill Mackedon**

Bill reported the following items:

- Cory Lamendola began work, and is now located in the Country Club office shared with Bill Mackedon.
- The golf course opens March 17<sup>th</sup>, and the golf shop hours will be 7:30-6:00, seven days a week.

- The member handbook is nearing completion, and Bill needs any revisions as soon as possible.
- The responsibilities of the Greens Committee was discussed, with some question whether there was a similar committee for tennis. Rob Kelly responded that there was not, and court conditions were largely the domain of the tennis pro, with some coordination with the Tennis Association.
- Member e-mail will be processed by Cory, including messages to tennis members. Since Cory is available full-time, messages are expected to be sent soon after any request.
- As the White Book is nearing completion, Bill will include a date on the various drafts so we can distinguish the updates.
- The responsibilities of the new assistant golf pro were listed.
- The responsibilities of the starter were itemized. When hired, the individual will have playing privileges.
- The PGA Metropolitan Section (Met PGA) expressed interest in playing an event at PJCC on August 22<sup>nd</sup>. It would be a shotgun start beginning on Monday, 8/22 at 1:00PM. The CCMAC was unanimous in their support of such an event, and asked Bill to proceed with the planning.

### **Superintendent Report – Brian MacMillan given bu Joe Dagrosa**

Brian reported on the following (including the report of the Greens Committee):

- The height of the rough was discussed, with the advantages and disadvantages of a 2 inch and a 2 ½ inch height.
- The approach to renovation of the cart paths was discussed with options of doing all the paths this year or splitting the paths between 2016 and 2017. A **motion** was made by Ray Sommerstad and seconded by Joe Dagrosa that if it is financially responsible to renovate all the cart paths in 2016, \$30,000 is approved for the renovation, otherwise the renovation is split between 2016 and 2017. The motion passed unanimously.
- All equipment is being readied for the season, so that once weather allows, course maintenance will proceed.
- The Superintendent will make the initial cut of the walking paths this year, once the growth height permits. Any holes that do not have a path this year will be because the terrain does not allow the mower to traverse the area.

### **Treasurer Report – Dave Smollett**

Dave reported that the 2015 financials show a net loss of \$98,548, but that even with the loss, the operations are running well compared to the industry.

### **Tennis Report: Rob Kelly**

Rob commented on an evaluation of an automated reservation system for tennis. A sub-committee of the Tennis Association has been evaluating the feasibility of such a system for the past few months, and has concluded that a trial evaluation would be appropriate. A final recommendation could not be made until October, 2016 since it needs a vote of the tennis members, but an evaluation is feasible for all or part of the 2016 season. A request was made for \$1,200 in operating funds to pay the vendor

(Chelsea Reservations) for the set-up and operation during 2016. The Village indicated that this was in the scope of tennis operating funds.

Rob requested authorization of capital funds (that currently total \$78,000) for:

- Stairway lighting along steps leading from the parking lot to the tennis office at a cost of \$3,500.
- An ice machine, at a cost of \$3,500 to replace the existing ice machine that had been failing during the past two seasons.

Rob introduced a **motion** for the expenditure of \$7,000 in capital funds for stairway lighting and a new ice machine. The motion was seconded by Lisa Perry, and passed unanimously.

Rob summarized the status of the selection of the new tennis pro, first by recapping major events in the process and then announcing that Response Tennis Management had been selected by the Village. He stated that the final selection was contrary to the wishes of the vast majority of tennis members, and that there could be some negative financial consequences. He reviewed the selection process, stating that it was imperfect, and the process as much as the final selection was causing problems with many tennis members. He further stated that the relationship between the tennis members, many of whom are non-residents, and the Village was strained, and a rough estimate of the possible loss in tennis revenues for 2016 is between 10% and 20%. Unfortunately, this comes at a time when neighboring tennis facilities are offering very attractive tennis rates and competitive court conditions.

Rob also voiced the following questions raised by tennis members:

- Will tennis members who have already paid their 2016 dues receive a refund? Stacy responded that the existing policy is that they will receive a refund if they make the request before the start of the season.
- Will members who leave have the ability to use their unused Grill minimum from 2015? Since the Grill minimum policy is not yet final, this question could not be answered, but it is likely that they will be able to use the funds in a manner similar to that if they had remained as members.
- Will non-resident members who leave and return in 2017 have the right to the pre-2015 non-resident rates? Stacy responded that the current policy allows for a member to take a 1-year Leave of Absence, and therefore they would be entitled to the returning member (not new member) rates if they return.

A lively discussion ensued, with many of the guests voicing their opinions and experiences.

### **Other Business**

There was a discussion concerning a possible raffle, with the prize being a 1-year golf membership. This would be an attractive way to promote PJCC, while at the same time raising some funds. Joe D'Agrosa introduced a motion, seconded by Lisa Perry, to institute a raffle in which the proceeds go into the golf budget, with a minimum number of raffle tickets. The details of the raffle would be worked out subsequent to this meeting. The motion passed unanimously.

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