



**Kinston Country Club  
Board of Directors Meeting Minutes  
September 29, 2009**

In attendance: Bill Connolly, Annelise Hunneke, Crump Robinson, Joe Plasky, William Wilder, Denny Spence, Scott Newton, Cathy Sale, Chris Moore and Richard Brucki.

Absent: Michelle Segrave, Glenn Whitley, Paul Chused and Kristi Blizzard

Bill Connolly called the meeting to order at 6:00pm. Minutes from the August meeting were approved as written.

General Manager Richard Brucki reported on the August financial statements. Membership revenue continues to trend away from budget causing the positive variance between YTD actual and budget to narrow. Richard reported that a decision on the Club's property tax appeal had been rendered and the Club's taxes would be essentially cut in half for 2010 saving the Club approximately \$35,000 annually. As for Club activities, the Italian Wine Dinner held in September was a big hit with the 31 attendees. KCC kitchen staff recently participated in the Taste of Kinston culinary competition (part of the Chamber's "Living the Good Life" Expo) and took home two silver medals and a bronze. Our soup also won first place in the People's Choice category. Oktoberfest and Thanksgiving re upcoming and the Board was asked to talk up these events.

Richard apologized to the Board for a situation involving the solicitation of donations that occurred in August. The Board accepted his apology and the matter was considered closed.

In golf news, KCC Golf Pro Burt Williams is being nominated for the PGA's prestigious Horton Smith Award. Joe Plasky volunteered to assist Burt with the paperwork that is part of the nomination process. Dean Baker has replaced his former Assistant Superintendent who left to take a position in Bunn, NC.

Cathy Sale reported for Tennis, which has its big weekend coming up October 1-4. Cathy elaborated on the event and the itinerary and is pleased with expected participation.

Treasurer Crump Robinson discussed the 2010 Club budget and a timeline for review and approval. Richard made a budget presentation that had been discussed with the Finance Committee. The proposal was intended to include as much input from the Membership as possible. There was much discussion about the budget as a whole and its various parts and any

decision will be deferred until the Finance Committee conducts further work and comes back with a final recommendation in October, taking into account the Board's input as well.

In new business, the Board unanimously agreed to send out the annual Employee Holiday Fund letter but to revert back to a totally voluntary basis for donations. Richard will draft a letter for inclusion with the October statements. The Board also unanimously agreed to discontinue the annual Board holiday dinner usually scheduled in December.

Also in new business, Joe made three motions (they had been distributed in advance to the Board Members by e-mail) as follows:

- Be it so moved an ad hoc committee will be formed to prepare an operating plan, Membership premises, budget, and suggested dues structure for 2010. This committee will consist of three Board Members appointed by the President and three non Board Members selected by the three appointed Board Members. The six Members will organize themselves to accomplish the goal. In order to have a fresh start the Board Members involved in preparing the plan recently proposed to the Membership will not be eligible for this committee. The committee is to report to the Board on their progress every two weeks by email communication. This committee is encouraged to consider the comments and input from the Membership reviews of the past month but not bound by them. This motion was seconded and discussion ensued. Bill pointed out that four new people had been appointed to the Finance Committee in an advisory capacity. The motion was rejected.
- Be it so moved the General Manager is given a specific program assignment for six months to make a step change in the revenue, profit, and Member usage of the main Clubhouse. The objective is to have the dining experience and cost structure a significant positive asset to the Members and a recruiting tool for new Members. The General Manager will develop and present to the Board, for their approval, at the October meeting a comprehensive plan with quantitative measurements for quality and cost to achieve this goal. Any additional resources will be identified. A part of the plan will identify specific goal numbers for quality, number of meals served, number of Members served, profit or loss numbers. This program will be reviewed at each Board meeting for its duration. The Board will focus on this effort for six months and at that time a decision will be recommended and acted upon by the Board. This motion was seconded and discussion ensued. The motion was rejected and Richard was asked to guide the F&B Committee with a more complete reporting process for Clubhouse activity.
- Be it so moved the Treasurer will develop a cost accounting system that reports to management, Board Members and general Membership the monthly financial status of the Club. This system will report all revenues and cost for five cost centers
  - a. Pool
  - b. Tennis
  - c. Food and Beverage
  - d. Golf Shop
  - e. Golf Course Maintenance

Overhead and administrative costs will be allocated to the cost centers based on annual average effort or some other logical means. All costs will be allocated to the cost centers.

It is not the intent of this action to replace the existing cost accounting system but rather have an add-on that reports the revenues and costs in five cost center line items. This motion was seconded and after discussion was unanimously approved. Richard was also directed to include monthly operating results in future newsletters.

The next regular Board meeting will be on September 29. There being no further business, the meeting was adjourned at 7:00pm