

## Heather Gardens Clubhouse/Restaurant Committee Meeting

December 14, 2021

Chair, Maria Mines opened the meeting at 3:00 PM with all committee members present.

Report of the November 9th meeting was approved with one correction.

Maria welcomed and introduced the new Assistant Clubhouse Manager, Julie Racich.

**Report from Clubhouse Manager.** Montrell Anthony is working on adjusting class fees, teachers' salaries and offering new classes. This will affect the Profit and Loss and the Procedure Memorandum. He also reported he had many applications for clubhouse volunteers. He is looking forward to having positions filled after attending the January Orientation.

**Report from Restaurant Manager.** Cormac Ronan reported that approximately 160 Thanksgiving meals were ordered and picked up at the restaurant. There is the possibility the 2022 sales are going to be the same as 2021. Labor has been a big cost. He is working on the on-line program to increase restaurant marketing and special offers to residents and regular customers. He addressed the curbside pickup, stating that the current setup of the restaurant makes it awkward for delivering food to customers. They are trying to find a viable solution to this problem.

**Unfinished Business:** None.

**New Business:** Pool closure for the holidays. Montrell explained the pool will be closed for necessary repairs from December 20<sup>th</sup> until January 3<sup>rd</sup>. The pool needs cleaning and repairs done twice a year and this is the time the pool tech can attend to it. The hoses can become brittle and the boiler needs to be flushed out to keep it in good condition. This closure involves the class schedules also. The pool needs to be drained and refilled which accounts for the time required.

The second item of business addressed the possibility of scheduling workshops with both the Clubhouse and Restaurant Managers and Jerry Counts, the Heather Gardens CFO. The purpose being to review and better understand the Profit and Loss Statement for the restaurant and the Procedure Memorandum for the clubhouse committee members. Jon Rea, CEO, offered to work with Jerry to look into and set up future workshops for this committee. And Jerry agreed.

Recruiting volunteers for marketing of the restaurant will be discussed at future meetings. Montrell may be able to find some volunteers for the Restaurant from the volunteer list he is compiling for the Clubhouse.

There being no further business the meeting was adjourned at 4:15 PM.

The next Clubhouse/Restaurant Committee meeting will be held January 11, 2022, at 3:00 PM.

Jean Baldwin, Secretary