

**Heather Gardens Metropolitan District**

**Clubhouse/Restaurant Committee**

**February 11, 2020**

To: HGMD Board of Directors, HGA Board of Directors and General Manager

From: Mike George

Subject: Report of February 11, 2020 Clubhouse/Restaurant Committee Meeting

Committee Members: Michael George (Chair), Janet Arce, Christa Boehner, Jerry Brewster (absent), Tom Merges, Deb Smith (via telephony), Tom Tomasik.

Staff: Linda Aluise (Clubhouse Manager), Cormac Ronan (Rendezvous Manager), Courtney Haynes (Rendezvous Assistant Manager)

The meeting was called to order by Chairman George at 3:00 pm.

**Chair Comments:** Unfortunately, the MOA is not yet available. Something is wrong with the COGS.

**Approval of Notes:** Tom Tomasik moved to approve the notes from the January 9th meeting seconded by Tom Merges and passed.

**Review of Financials:**

Although MOAs were not available, Cormac showed us information from 2018 and 2019 so that we may start making comparisons from past years and begin working on the budget for 2021 with 3 years' data. Going forward, he hopes to be able to prepare before each month. The sales numbers come directly from the Aloha computer system.

**Restaurant Manager Report – Cormac Ronan**

Cormac noted that employee ½ price meals have ended as a management decision. There are several reasons to reinstate this: they order off the menu during 11-12, which is a slow time; the servers can make a little tip money during this time; we do make a profit. After close analysis, he estimates a \$5,000-\$10,000 annual loss of revenue. There is no increase in labor costs to do this.

MOTION: Tom Merges moved that employees receive a 50% discount on meals while on duty; Tom Tomasik seconded. Motion passed unanimously.

We have a new cook, Jose. He is more experienced than our last cook and was hired fulltime with benefits. This will hopefully help with longevity; however, we are only budgeted for 3 FT. Cormac would like to see all employees be FT with benefits to impact longevity, turnover, better staff, more consistency. He would like to have a set amount of salary and benefit money to spend as he sees fit. This will be pursued for 2021.

MOTION: Tom Merges motioned that department managers have a 'pot' of salaries and divide as they see fit. Seconded by Tom Tomasik. Passed unanimously.

Tom Merges said he asked residents what they thought the restaurant cost them per month, and he got anywhere from \$25 to \$75. It is \$4. The budget process was discussed where managers and supervisors (including Linda for clubhouse) make recommendations to the GM who draws up a budget. In September, budget, and finance review line by line. The restaurant manager should have input into the proposed budget, then an opportunity to go over it prior to it being made final. He did ask for 6 FT staff instead of 3. The budget process needs to be started NOW for 2021. Cormac would like to see FT and PT lumped together into 'labor costs.'

### **Clubhouse Manager Report – Linda Aluise**

Linda reported that the casino bus company closed. They have found a new one, but it has stricter requirements – a minimum of 35 people at \$6pp or a higher per person fee. The sauna is fixed. Woodshop tools were purchased, preventative maintenance was performed on tools. They are gearing up for the 9 HealthFair, looking for a volunteer coordinator, food coordinator, and soon volunteers. Research and craft fairs (March 21) will be held. Places for the craft fair sold out (70 crafters) in 4 days at \$30-\$35 for residents and \$40 for non-residents. There is a waitlist. We may place up to 6 tables in the board room.

Sending out email responsibilities have changed. Lewis is in charge of clubhouse, restaurant, and golf emails every Thursday and facility updates. All others are sent by Evelyn or Susan Lambert. Lewis will be in charge of special events and sponsorships and all changes to Pitera, which should roll out in July.

The golf committee agreed to the liquor license expansion. They are discussing having a refrigerator in the golf shop for Sundays and Mondays when the restaurant is closed).

Saturday, February 22, there is a technology class in Mountain View. Bring your devices. There is also interest in a Geo casting (sort of a scavenger hunt) class using coordinates. It is in Heather n Yon.

### **Resident Comments:**

Rita Effler - Budget and finance committee looked at COGS, staffing, and revenue. Remember, we have no depreciation and free rent.

Linda Hileman – The prime rib buffet is 60% COGS and excellent.

Norma Tell – Performs with her band. We need open minds to ideas. She has heard complaints from residents about prices going up and asked about a loyalty card.

Linda Hileman – What do we need to do to implement the 'pot' budget idea?

Norma Tell suggested some sort of a stage for entertainment in the restaurant.

The meeting was adjourned at 4:05.

**Next meeting – Tuesday, March 10, 3:00 pm**