



Heather Gardens Metropolitan District

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Clubhouse/Restaurant Committee Report
September 14, 2017

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

From: Sandy Rosenberg

Subject: Report of September 14, 2017 Clubhouse/Restaurant Committee Meeting

Committee: Sandy Rosenberg
JoAnn Fitch
Jill Bacon
Christa Boehmer (Excused Absence)

Barbara Brown
Barbara Schneller
Jerry Brewster
Tom Merges

Staff: Linda Aluise (Clubhouse Manager and Kevin Olson (Restaurant Manager)

Guests: 11 Guests were present

Craig Baldwin, President of the HGMD and the former chair of the Clubhouse/Restaurant Committee introduced Sandy Rosenberg as the new chair of the Committee.

Call to order:

Sandy Rosenberg welcomed members and guests, introduced herself and explained that she was appointed to the HGMD at the August 25th Special HGMD Board Meeting. She was named Chair of the Clubhouse/Restaurant Committee at the August 31st Special District meeting. Sandy is looking forward to working with this committee and getting to know everyone better.

With no corrections or additions the August 10, 2017 committee meeting report was approved as presented.

Committee Chair Report:

The official winner of the Recall Election is Gary Hizer. On August 25th, a Special HGMD Board Meeting was held to appoint three new Board Members. The three new members are Bill Archambault, Bonnie McMullen and myself, Sandra Rosenberg. We now have a full Board.



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At the August 31st Special HGMD Board Meeting Craig Baldwin was named HGMD Board President, Gary Hizer, Secretary and Bill Archambault, Treasurer. Also, at the August 31st meeting the following actions were approved by the Board:

- A motion to rescind notification to terminate the HGA/HGMD Management Agreement.
- The American Red Cross "Facility Use Agreement".
- Carpet Replacement for the reception and lobby area. The cost of carpet replacement is \$10,842.82, which is \$336.82 over budget due to a price increase that occurred over the summer.

The Board also approved the 2016 HGMD Financial Audit Report, removed some Bylaws changes made on January 12, 2017 and March 10, 2017 regarding Attorney/Client Communications and rescinded the removal of non-resident senior golf rates.

Clubhouse Manager's Report: Submitted by Linda Aluise

Linda provided a report which included activities by both Linda and Lewis Boeve (attached)

- Several trips during the month including one to the Rockies Game which was very successful
- We had the flea Market and the Talent Show.
- Applications went out for the Fall Craft Fair, which is full
- We did a Comedy Night
- Also, booking events for Fall and the Holidays as well as the Fall Classes
- The Fall Class Brochure went out
- The Auditorium Projector was repaired.

On the back of the report is the Communications Activities from Lewis Boeve

- 11 Rental Contracts
- Sent Constant Contact Emails
- Movie Matinees
- Maintaining and updating the hg.org website, news, calendars, resources, data, etc.

Goals:

- We are having a Travel Fair coming up in November. We took out our Resource Fair and have replaced it with a Travel Fair to add some variety.

Rendezvous Restaurant Manager's Report: Kevin Olsen

- August was another great month
- We had \$3,000 in repairs. There will be a new account with HGMD to cover some of this in the future.
- We're \$12,000 above last year



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- September is off to a good start

Financials by Dept. (attached)

Clubhouse: Linda stated that The Club House revenue is over budget YTD by approx. \$5,300. The overage is again due to no revenue budgeted for classes in the month of August. We do registration quarterly and only show the revenue quarterly. Next year we'll show that revenue for all months instead of quarterly. Expenses YTD are tracking close to budget. We were projected to be under budget in expenses, however, we had unexpected expenses; i.e. projector & fitness equipment repairs and unbudgeted special events contractors (Bridge, Yoga and Tai Chi classes).

Restaurant:

Kevin reported that we're \$5,000 over in sales and \$7,000 better in profits for the month of August. YTD our sales are \$33,671 over budget and profit is \$34,000. In sales we're \$28,000 better than last year through August and profits are \$23,000 better than last year. Christmas parties are all on the books with very few openings left.

Residents wishing to address the Committee on agenda items – None

Unfinished Business:

2018 Budget: Plan date to review budget. On October 24th it will then go to the Budget & Finance Committee and from there to the other Boards & Committees.

New Business:

Procedures Policy:

- Change wording that states the HGA Controller will attend our meetings as that has changed and he will no longer do that.
- Change Clubhouse/Restaurant Committee meeting date from the 4th Thursday to the 2nd Thursday at 1:00 pm.
- Tom Merges made a Motion to recommend to the HGMD Board that the above changes be made, seconded by Jerry Brewster and the Motion was unanimously approved.

Comment from committee member regarding the restaurant having more outsiders eating here. Kevin said he definitely is getting more outside parties, weddings, etc.

Another comment regarding Kevin's long hours in the restaurant and a suggestion that we hire someone to help out. Kevin commented he's never had 2 days off in a row since he's been here but that a full time assistant manager would be about \$40,000 plus benefits so not practical. He has talked with Calvin about possibility of closing for 3 or 4 consecutive days in October and February which are his least busy months.



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Comment regarding having this committee deal with more than just policy. Why can't we do more? Craig Baldwin said that the policies are set by the HGMD Board. The committee can have discussions or recommendations about operations but it's not going to go anywhere. Kevin suggested we take our recommendations to Linda regarding the clubhouse and to him regarding the restaurant.

Residents wishing to address the Committee on non-agenda items:

Wendy Pfaffhausen, resident NTH/2714, President of the Tennis Club, presented a proposal for a new ball machine (attached)

- Current machine is 20 years old, original cost \$2,568 so equals approximately \$128/year
- Cost of repairing the old machine is approximately \$1,000
- Replacing with a similar model will cost approximately \$4,350.
- The Tennis Club is requesting that HG purchase the new machine which would hopefully last another 20 years and cost approximately \$217/year.

Discussion followed with several suggestions:

- Linda has already submitted her wish list for the 2018 budget.
- Possibly have a fund raiser through the HGMD Foundation. Wendy spoke with the Foundation and they said their policy was more toward beautification of the property.
- We need to stay competitive with other senior communities.
- Tennis Club membership fees have just been raised from \$5 to \$15 for residents and from \$10 to \$20 for non-residents. The tennis club has approximately 60 members.
- The club's money is used to subsidize social functions and activities with other clubs, which is good exposure for HG. They also purchase some of the smaller items needed during the year.
- Committee member questioned how do we compare with the other senior communities we're competing with as far as fees are concerned? How much are they collecting and how is it spent?

Tom Merges made a motion that we recommend that we buy the proposed machine, seconded by Jill Bacon and passed unanimously. Linda Aluise will check with Calvin White to see if it can be put in Capital Reserves.

Linda Worthey, Bldg. 250/309, had a couple of thoughts and concerns she wanted to share.

- A friend recently was at the restaurants with a Ports of Call group and highly praised their experience.



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- Umbrellas on the restaurant patio are left up overnight. She puts them down if she notices them but wondered why they are left up. Kevin said people obviously come by after hours and put them up and leave them. Kevin tries to make sure they're down when he closes, especially on Sunday afternoon when they close early. Quite often they open when he comes in on Tuesday.
- Concerns regarding the recent survey. Craig Baldwin explained that this is an HGA Communication Committee survey and would come under that committee.
- If operational procedures don't come under this committee, then where do we take our concerns and thoughts regarding operations? Committee suggestion was to go to the manager involved such as Linda for Clubhouse or Kevin for the restaurant. If you don't feel any action was taken then go to our General Manager, Calvin White, possibly at the Open Forum.
- Kevin also mentioned the turmoil in the past six months to a year with the fire and the HGMD Board problems has put a strain on Calvin getting things done but things are beginning to get back to normal.

Sandy adjourned the meeting at 2:30 pm.

The next meeting will be held on Thursday, October 12, 2017 at 1:00 pm.