



Minutes of RMGC Board of Management Meeting held on Tuesday 16th June 2020 at 10am

Board Members Present

Paul Stoner (PS)	Chairman
Victor Satariano (VS)	Vice Chairman
Beverley Hall (BH)	Member
Vincent Portelli (VP)	Treasurer
Victor Denaro (VD)	Member
Richard Waterhouse	Acting Club Captain
Chris Stahl (CS)	Secretary

In Attendance

Phil Luxon (PL)	General Manager
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Introduction

RW was welcomed to the meeting as Acting Club Captain. He will be nominated by BOM as Club Captain for formal approval by Members at the next AGM.

Item 1 – Approve Previous Minutes

The Minutes of the Board Meeting held on 19th May 2020 had been circulated in advance. There being no changes, they were signed by the Chairman and will be placed on the Club noticeboard and uploaded on the RMGC website in the secure management folder for Members' information and future reference.

Item 2 – Actions Arising from Previous Minutes – not covered by Agenda

- Finance Committee has reviewed Policy #11 – it remains unchanged and in force.
- Promotional Membership offers have been prepared and offered to Gaming Companies in Malta.
- Bye-Law #7 announced appointment of Acting Club and Lady Captains; and postponement of elections to BOM.
- Phase 1 Rules for the use of the Golf Course and Clubhouse under lockdown were published.

Item 3 – Reports from BOM

a. Chairman

- The Prime Minister has announced that most Covid-19 restrictions will be lifted on 30th June so RMGC can start playing competitions from 1st July. However, as social distancing precautions will remain in place, it is still impractical to hold an AGM in the clubhouse. But it is hoped that the AGM and Captains' drive-ins can be scheduled on the same date in September. Meanwhile the Auditors hope to be able to visit the Club to complete 2019 Accounts before the AGM.
- Major overhaul of irrigation system under way: sprinkler heads need replacement, new Controller (€25K) required urgently.

b. Captain

- His new Committee announced as: RW (Captain), VD (Vice-Captain), Rebecca Howes (Lady Captain), Stephen Dodd (Competition Secretary), Benji Mangion (Handicap Secretary), Mark Siddall (House & Social), Andy Borg (Course Liaison), Nigel Hall (Special Events), Stewart Davis (Treasurer), JJ Micallef (Secretary). Responsibility for the Junior Academy now passed to MGA. Juniors and Young Adults with handicaps will be treated like other Full Members.
- Mixed Competitions will start in July to be held on Fridays and Saturdays in the Summer with members booking their own tee times and playing partners using BRS and ClubV1. The Ladies were consulted and have accepted move from Thursday. [Note that it was agreed after the meeting to hold this Competition on Thursdays, Fridays and Saturdays except when there was a Men's Monthly Medal].

c. Board Members

- VD concerned that many members ignored blue lines protecting greens. Proposed Naming & Shaming followed by Sanctions to be announced by Captain after Competitions. Also requested levelling of tee boxes when resources available.

- CS advised that the Visitor Booking System has been amended on the website. If a tee time has not been confirmed with payment of a deposit, the time will be released for general booking at 0730 two days in advance – one day earlier than before. Reception will always attempt to satisfy late visitor bookings – reserving the right to make up 4-ball flights.

Item 4 – Finances to Date & Forecast 2020

PS circulated the current Cash Flow to end April and Forecast to end 2020 ahead of the meeting. He explained the assumptions and quantified the major on-going maintenance costs and essential capex already committed or essential in 2020. He will review all numbers in detail with VP to see what savings can be effected to try and cover the current shortfall.

PS had a meeting with the Finance Committee and agreed a more flexible Business Model to yield 32000 rounds per annum from a combination of Members' and Visitors' Rounds. A significant marketing initiative is required as Malta opens up to tourism from July if we are to increase Membership and Green Fees in order to meet the Business Model target in future years.

Item 5 – Membership Numbers & Recruitment.

PS provided a summary of current membership statistics. There are 473 Full Members in all playing categories and a total paid-up playing membership including Juniors of 575.

It was agreed that we needed a clear marketing plan, initially targeting Golf Tour Operators, Cruise Liners and Hotels. Recruitment of a qualified marketeer on a commission basis will be considered. Meanwhile we hope that the Malta Tourist Authority will promote Malta as a desirable destination in the Autumn for active sportspeople – especially golfers!

PL has promoted a discounted membership package to MSC for its Social Members and those playing other sports. He has established a promising relationship with the Corinthia Hotels Group and IAGTO (Golf Tour Operator); and is progressing initiatives with different Gaming Companies in Malta. Meanwhile PS stressed that we must also be more proactive in welcoming new members and retaining existing members.

Eugene Cranley has produced a promotional RMGC 'sticker' for members' cars – available at Reception.

Item 6 – Report from General Manager

a. General Status of Golf Course

PL reported on satisfactory progress with Course maintenance given limited greenkeeping resources. Now that the greens and most of the fairways have been brought up to standard, he hopes to have the time to improve the golf course surrounds. Unfortunately, the MSC has gone ahead and recruited its own gardener, so he will have to use his existing limited resources to improve flower beds and pathways. PL was congratulated PL on the progress made and thanked for his dedication and commitment in these difficult times.

PL hopes to save time and money in the Winter by avoiding over-seeding of greens, using the positive experience gained with the new 5th Green. Meanwhile he recognises that the greens are rather slow measuring 8.5 on the stimp meter. He hopes to speed them up to at least 9.0 in the coming weeks.

PS advised that the Government has just placed a contract for fencing the Driving Range. Installation is expected in July.

b. Greenkeeping Staff

His personnel consist of a Maltese Mechanic, two British expat greenkeepers and two African labourers. They are all kept very busy mowing greens and fairways, raking bunkers and moving tees and flags to avoid excessive wear and tear. They also mow the Marsa cricket pitch once a week as a chargeable service.

c. Office & Clubhouse

- Nevis is on maternity leave until mid-August. Meanwhile the Office and Reception are being managed on a shift basis by Kirsten, Mary Ann and Gabrielle with part time support from Marixa Luxon.
- Sue is employed on a full-time basis as a cleaner, supported by an outside contractor once a week as there is a major requirement for sanitising all public areas to prevent the spread of the Covid-19 virus.

d. Contractors

- The Pro Shop is now open at published times. We hope that the start of competitions will increase turnover and the opening of the Airport will encourage tourists to visit Malta and the RMGC to use Henning's coaching services.
- Saffron continues to provide a catering service on the Terrace with tables arranged to meet social distancing requirements. Members are starting to return for meals.

Item 7 – Phase 2 Rules after Covid-19 Lockdown

The clubhouse is now open although use of face masks is still required downstairs in the Lobby and Locker Room. Both changing rooms upstairs are now open for members to change and take showers. A regular regime of cleaning is followed daily. All toilets are now open in the clubhouse and on the Course. Use of furniture, water fountain, ball washing racks in bunkers and touching of flagsticks on the Course are subject to review in light of Legal Notices, once the Government removes Covid-19 restrictions (as advised from 30th June). Meanwhile Members are asked to continue observing social distancing guidelines.

Item 8 – Competitions & Fixture List for 2020/21

See start of Summer competitions under Item 3b above.

The Captain’s Committee is drawing up the Fixture List for the season 2020/21:
PL to provide input on any corporate, sponsors’ or major Social bookings that need to be recorded
MGA to provide input on Junior Academy events as well as Senior and Junior events for Maltese representation

The Committee has been instructed to schedule Men’s, Ladies, Mixed and Happy Gilmore competitions to limit play where possible on weekends, particularly in the Winter months, in order to ensure that there are adequate tee times for use by members not wanting to play in competitions.

Item 9 - Any Other Business. None

Item 10 – Date of Next Meeting. 21st July 2020 (to be confirmed)

Meeting closed at 1330.

Chris Stahl
Secretary BOM

Approved: _____
Paul Stoner
Chairman

Action Points for GM

<u>Action No</u>	<u>Actions Outstanding</u>	<u>Input/Support</u>
1.	Produce Business Plan, BOM & Risk Assessment for new Greens, Tees and Course Layout.	PS
2.	Prepare Bill of Materials for contractors based on Architect's detailed design.	
3.	Circulate Scott MacPherson's final course design	
4.	Prepare for Special EGM for members to approve development of New Greens & Course Layout	PS
5.	Upgrade Irrigation System software and decoders	
6.	Move Management Accounting from Camilleri Spiteri to Accounts Clerk	
7.	Review and reduce expenditure as forecast in 2020 Cash Flow	PS/VP
8.	Consider Marketing Plan for recruitment of new Members, retention existing Members, more Green Fees.	All
9.	Establish Performance Measures for Office and Contractors	PS
10.	Sponsorship Policy #13 to be updated	BH
11.	Produce Calendar and Budget for improved major Social Events in 2020.	BH/PS
12.	Schedule AGM and Drive-Ins in September	
13.	Draw up Fixture List for Season 2020/21 with input from MGA, PL, Ladies, Happy Gilmores	RW
14.	Announce Summer Mixed Competitions from July	RW
15.	Stress observance of blue lines round greens, threaten sanctions	RW
16.	Advise Members on changes to booking visitor tee times	
17.	Obtain funding to purchase new Irrigation Controller	PS/VP
18.	Update Draft Health & Safety Policy#23 prior to BOM approval	
19.	Update Draft Data Protection & CCTV Policy#24 prior to BOM approval	
20.	Advise Members at EGM that Policy #10 (Guest Vouchers) will be withdrawn at end 2020	CS
21.	Amend Constitution Rule 3.5 at AGM to withdraw Medical Suspension	CS
22.	Review and update Disciplinary Procedures Policy #15 in light of Bye-Law #6	PS/CS