



Minutes of RMGC Board of Management Meeting held on Tuesday 21st July 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 (RW)	Club Captain
Chris Stahl (CS)	Secretary

In Attendance

Phil Luxon (PL)	General Manager
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Item 1 – Approve Previous Minutes

Minutes of Board Meeting held on 16th June 2020 had been circulated in advance. 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

- Fixture List for season 2020/21 prepared after consultation with interested parties and loaded on website.
- Flexible Mixed Competitions being played over 3 days in Summer except in weeks of Men's Monthly Medal.
- The new irrigation controller was ordered, financed by contributions from legacy surpluses from sub-committees and sale of unused machinery. It has now arrived and will be configured and installed in the coming weeks.

Item 3 – Reports from BOM

a. Chairman

- Management Accounts for half-year to June 2020 distributed at the meeting and discussed in detail under Item 4.
- Auditor has produced draft accounts for 2019. Comments to be addressed before circulation. There are no major issues.
- AGM to be postponed to November with Budgetary EGM.

b. Captain

- Conducting a detailed review of Captain's Committee (CC) finances, budget and authority levels as requested by the Auditor. Summary statements of Men's and Ladies' Sections as well as Happy Gilmores' Accounts to end June to be provided as required in Policy #11 for attachment to Minutes.
- Raised concern over BOM preventing re-appointment of CC Treasurer. PS advised that there is potential conflict of interest if Chairman of Finance Committee is also a member of CC, but no conflict if a Board Member is also member of CC (as BOM is responsible for conduct of all Committees). Decision accepted.
- BOM agreed that in future BOM would request funds from CC for essential expenditure for benefit of the Club should funds allow. RW will ensure that, otherwise, CC funds are spent correctly for benefit of competition playing members and that bare minimum surplus remains in CC accounts at the end of his term of office.
- A number of new Sponsors announced as well changes to existing sponsorships.
- 'Casino' evening proposed as new Social event.

c. Board Members

- CS asked if buggies could be returned later than 6pm in hot Summer months as some golfers are only prepared to play in the late afternoon and with a buggy. Considering late rental fee to cover cost of paying overtime so that buggies can be locked away if returned by 7.30 pm latest.

Item 4 – Finances to Date & Forecast 2020

PS presented fiscal performance for year to June 2020. Finances had been badly affected by the COVID pandemic, especially in terms of green fees and equipment rental. We have had to make some significant cost cutting measures to make ends meet and are forecasting a tough but manageable third and fourth quarter of trading.

All capital projects and capital expenditure planned for short and medium term have been put on hold, there is a freeze on HR headcount and heavy scrutiny on all costs.

Item 5 – Membership Numbers & Recruitment.

Membership statistics circulated as at 21st July. 4 Full Members and 9 Associate Members joined in July to date. Agreed that past members could return as Full Members even if they had resigned less than 12 months earlier [i.e. Clause 5 in Policy #3 would be waived in these exceptional circumstances of Covid-19].

Every effort must be made to recruit new members as their subscriptions are needed to compensate for the significant loss of green fees and rental income as few golf-playing tourists are expected in 2020; and their numbers are not forecast to return to 2019 levels for at least 2 years.

Item 6 – Report from General Manager

a. General Status of Golf Course

Major exercise continues to upgrade all sprinklers on fairways and around greens. Benefits can already be seen with much improved greens and better grass cover on fairways. This exercise should be completed over a period of months when it is hoped that another 200 sprinklers in the rough can be replaced before Winter. New sprinklers have already been installed on the Driving Range for the first time.

Many sprinklers are 15-20 years old and are long overdue for replacement. This process has been hampered by the fact that our previous greenkeeper installed many replacement heads set at only half the required pressure so that all had to be manually dug up, reset and relaid. All replacement sprinklers are from current stock so, when exhausted, some 85 new sprinkler heads (costing approx. €100 each) will need to be procured to complete this exercise.

There is sufficient sand in stock to maintain bunkers but no grey sand for top dressing. This is urgently required for general Course maintenance when funds become available.

All equipment in the greenkeepers shed is now serviceable after the maintenance programme undertaken by the mechanic. Redundant and broken equipment has been sold or disposed of and the Fixed Asset Register has been updated.

The fencing for the Driving Range has been delivered but installation awaits delivery of fence poles.

b. Greenkeeping Staff

No staff changes reported but daily availability is likely to suffer in next 2 months as Maltese staff take annual leave and attend their village festas. This may impact on Course maintenance, given the limited number of greenkeeping staff.

c. Office & Clubhouse – nothing to report

d. Contractors - nothing to report

e. Communication with Members - regular updates are produced and appreciated.

Item 7 – Covid-19 Lockdown

The clubhouse is now open although use of face masks is still required downstairs in the Lobby and Locker Room. Members have been asked to continue observing social distancing guidelines particularly when indoors. Furniture, water fountain, ball washers and rakes in bunkers are now back in use on the Course. Golfers are still encouraged not to replace flagsticks even though holes are no longer plugged.

Item 8 – World Handicapping System

MGA has agreed RMGC Slope & Course Ratings with the R&A [Men (Yellow Tees) 127 & 67.3; Ladies (Red Tees) 130 & 70.0. 3 extra shots maintained for Ladies playing in Mixed Competitions]. New Handicap Indexes will be calculated automatically by computer before the start of the season; and seminars will be arranged to explain WHS to Members.

Item 9 – Development Plan for Marsa Sports Grounds.

PS with MGA met Government to consider impact on RMGC of new development plan proposed. This was seen mainly to affect the Race Track and Bus Terminal with little impact on the current golf course. The development of land over the road from the 15th fairway for a Junior Golf Academy was rejected as impractical and at €110K p.a, was prohibitively expensive.

Item 10 - Any Other Business. None

Item 11 – Date of Next Meeting - 15th September 2020 (to be confirmed). [No meeting scheduled for August].

Meeting closed at 1230.
Chris Stahl (Secretary)

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.	Move Management Accounting from Camilleri Spiteri to Accounts Clerk	
6.	Consider Marketing Plan for recruitment of new Members, retention existing Members, more Green Fees.	All
7.	Establish Performance Measures for Office and Contractors	PS
8.	Provide Captain's Committee Accounts to end June for attachment to BOM Minutes	RW
9.	Respond to Auditor's comments on 2019 accounts	PS
10.	Consider extending hours for renting buggies in hot Summer months	
11.	Sponsorship Policy #13 to be updated	BH
12.	Produce Calendar and Budget for improved major Social Events in 2020.	BH
13.	Organise Captains' Drive-Ins in September	RW
14.	Plan for AGM and Budgetary EGM in November	PS
15.	Organise briefing sessions for members on new WHS	RW
16.	Update Draft Health & Safety Policy#23 prior to BOM approval	
17.	Update Draft Data Protection & CCTV Policy#24 prior to BOM approval	
18.	Advise Members at EGM that Policy #10 (Guest Vouchers) will be withdrawn at end 2020	CS
19.	Amend Constitution Rule 3.5 at AGM to withdraw Medical Suspension	CS
20.	Review and update Disciplinary Procedures Policy #15 in light of Bye-Law #6	PS/CS