

**Minutes of the Meeting of the
Board of Directors of
Antelope Valley Country Club Improvement Company
39800 Country Club Dr.
Palmdale, CA 93551**

April 27, 2023

1. Call to Order: President Abraham Martinez called the meeting to order at 6:04pm. In attendance were Vice President- Gina Hutchison, Secretary- Michelle Lewis. Directors in attendance: Debra Erdman, Ric Garrison, M.D., Michael Schafer Jr., Nick Godin and Justin Rockey. Absent: Chris Muriana. Staff present: Trent Baskin-Pro Shop Manager, Kirk Shoemaker – Director of Tennis.
2. Pledge of Allegiance
3. Receive and Approve Minutes of previous meeting
 - A. **Motion to approve the minutes of the March 22, 2023, Board meeting**
 - a. Motion by Director Hutchison; Second by Director Rockey
4. Monthly Reports:
 - A. Women’s Golf Association: Patti Kahl reported. Diane won the Grandmothers Tournament. Member/Member Tournament is planned for May 19-21, 2023. No financial report.
 - B. Men’s Golf Association: No member to report. Thursday Team are the Champions on Team Play. Visit Palmdale has donated \$20,000 to MGA for their tournament. It is designed to encourage out of town visitors to come to Palmdale and play golf. This tournament will be held on September 30, 2023.
 - C. Brightview: Beatriz not present. Director Rockey reported. Director Rockey met with Vice President and Beatriz on April 27th. Brightview is behind on workload, struggling to hire and retain employees. Grass and weeds are growing like crazy and need attention. Director Rockey’s expectation is to have the best conditions from May 1 – October 31. The Club has saved (approx. \$40,000) with Brightview due to renegotiating their fees, however due to the high volume of rain there is a lot of extra growth. Costs will be increasing now that May 1st is coming and more is demanded from Brightview. The Club is asking for members patience while we work thru these issues. We are currently still on Cart Path Only status. By Saturday, April 29, the course will be very nice. There is a lot of work in progress. They now all have a 30 day plan in place with what is expected from Brightview and the Club. Aerification process didn’t go as well as planned. Cost to club is approx. \$18,500 due to closing down for the aerification.
The dilapidated mobile home trailer is coming down this week and Director Rockey and his crew is cleaning up all of the debris. Member Diane asked when can the 90 degree rule come into play. Response from Director Rockey was when the right time comes they will likely have Cart Path only on the Front 9 and then Back 9 have the 90 degree rule and then switch it so the course doesn’t take too much wear. Also, There are weed control chemicals being sprayed in the rough and the golf cart tires will carry the chemicals on the tires onto the greens, so the time is not right quite yet.

- D. Golf Pro Shop: Trent Baskin reported. March Tournaments: Lockheed League 12-16 players \$30 per player plus range balls and bar. Every other Tuesdays & Thursdays. Reminder that they can only drink on the days we have a corresponding event at the club. St Patty's Day tournament had 36 entries. Regional college =48 players, Traveling mens team 3/17 = 17 players. Jose and Trent are coordinating Friday night tournaments: March event had 32 players. Good time was had by all. "Par then Bar". May 5th is the next Friday night tournament. Trent referred to the spreadsheet he distributed with numbers on amount of play. Director Rockey requested a 12 month report from Trent for the next meeting. \$22,000 made in Open Play, Golf Now allows 2 foursomes everyday. 78 Hot Deals = \$3120.
- Merchandise Sales: Many members requesting wanting to add items into Pro Shop again.
- Driving range matts: Director Garrison offered to donate money for 4 new matts. Trent asked when the grass will be used so they don't need to use the matts.
- Golf Carts: We currently have 47 functioning carts. 3 have bad batteries and one was in very poor condition and is now off the property. Employee Dillon has been working steadily on cleaning up the carts and is doing a great job of sorting the carts and providing the best carts for players. Director Erdman commented positively on Dillon also.
- On Monday a 3rd party maintenance company will come and check the carts for any bad batteries and assess carts with damage at no cost to the Club.
- Director Hutchison and Director Erdman is looking into a new company to provide our fleet. Current contract ends 12/2024. We can re-negotiate and get upgrade to carts beginning May 24, 2024. Director Rockey recommends looking into upgraded carts for the next round that have ability to stop the flow of traffic which will help with our course management.
- Director Godin asked the number of available golf carts can be resolved by Nov. 23rd. APWA tournament with approx.. 110 golfers. They are looking into out of town courses that can accommodate the large tournament. Assistance League Tournament in Oct has the same issue – need more golf carts on site to handle large tournaments Director Erdman checked with our current provider and we can get rental carts for \$100 per cart per month to accommodate larger tournaments.
- E. Tennis: Kirk Shoemaker reported. 1 new member signed up with the 50/50 promotion. Total is now 20 members on the 50/50 program. Pot of Gold tennis tournament was a great success. 24 players Mixed Doubles. 27 had lunch with Lemon Leaf following the event. USTA AVCC Team played in the Irvine Sectionals and came in 2nd place in the Flight. 1st Pickleball fundraiser will be held this Saturday at 9:00am. New Men's singles challenge started for tennis – 15 members signed up. Tennis committee fund=\$8140 total (\$662 Pickleball, \$7478 Tennis). Following conversation with President Martinez, most events will be giving 10% of money collected to the House. Flyers for upcoming Summer Youth Camps are available and being distributed. Tennis committee meeting was held at Member Robert Lentons office of Lenton Construction to discuss the design and upgrades needed in the tennis pro shop. Director Rockey offered to take care of the drywall and ceiling updating.

- F. The Lemon Leaf Café: Maria Elena Grado reported. She is working closely with Waste Management on the new requirement for compost trash bin. The new bin will be in within the next few weeks. They will hold a meeting with the club to educate everyone one how to utilize the new bins.
There will be a Cinco De Mayo buffet \$25.00. There will also be a Mothers Day buffet on May 14th. 11:00 & 1:00 seating. Pricing and menu are on the club flyer.
- G. President's Report: President Martinez reported. A lot of clean up work is in progress. Pro Shop area clean up is currently underway. President Martinez has his own crew coming in to clean up weeds. He is looking into getting someone 2-3 days per week to help course and grounds clean up.
His first priority is to get the property tax bill paid. He is looking into and discussing a Capital Improvement Fund to be built by Members and Shareholders. Discussion on the amount of effort that is being put into trying to make the Club survive and become more profitable. Appreciates the current Board for the amount of work that is being put in. Really trying to connect all of the pieces of the Club to fit together to keep everything going forward. Once the course is looking really good then the other areas of the Club will become the priority to look nicer, i.e. parking lot, building, etc. Asking for every part of the Club to give back 10% of their events back to the House.
- H. Secretary's Report: No report.
- I. Treasurer's Report: No report. Director Muriana absent. President Martinez is focusing on getting the property tax bill paid.
- J. Ways and Means: Director Godin reported. Disappointing news on water carryover credits. The Club can only get credit for any carryover water from the date the Watermaster Board approved the transfer in January 2023. No credit for any previous year. AVEK General counsel was looking into it and working with Zac Cullen and Director Godin. The alcohol license approval process is moving forward. We now have zoning clearance from the City of Palmdale. On 4/24/23, the City of Palmdale approved to charge the \$70 permit fee. Past Director Greg Cich stated to Director Godin that the Club is not required to do an official posting to the surrounding neighborhoods. Looking at 30-90 days to start being able to serve alcohol to non-members.
Director Godin has submitted the Annual production report to AVEK and has done a 5 year delivery request plan projection.
- K. Plant & Equipment: Already included in prior report given by Director Rockey & President Martinez.
- L. Greens: Already included in prior report given by Director Rockey.
- M. House: Already included in prior report given by President Martinez.
- N. Membership: Director Hutchison reported. She referred to the distributed spreadsheet. We have an increase of 22 members 13 new members with 8 new golf members. We now have a total of 425 members. We lost quite a few Social members due to their free golf play being removed . Director Hutchison meets with Jose and Erica every 2 weeks to discuss all events that are happening at the Club. Asking tournaments to pay a premium for Friday tournaments. Karaoke night was very full. Wants to limit members to bring only 4 guests to allow enough room for

others to fit in the bar. Discussion of hosting some of the social events on the patio or in the larger rooms to accommodate a larger crowd. 3 upcoming tournaments in May: Rusty Studs, Airforce Society and Rotary West.

Memorial Day pool party will be held on Sunday May 29, 2023. DJ, Food specials, drink specials.

- O. Golf: Director Erdman gave a big thank you to President Martinez and Director Rockey for bringing out their crews to clean up the course. David Johnson – new employee. Thanks to everyone that has welcomed him in. Director Erdman is working hard with Yamaha to repair carts. Preparing reports for checklist on each cart. Staggering carts for maintenance. Cart contract expires 12/24. 50 carts total right now. 8 vacant cart barns – might need maintenance. It would be nice to use the extra barns for additional new carts as we are full in the current area. Director Rockey is getting estimates on moving the fencing and removing trees near the cart barn. Jose is in charge of tournaments and events now. We still have 5 individual members that do not have current insurance on their carts. Director Erdman has been in communication with all of these members. Director Erdman would like to introduce an Employee of the Month. Recognition program for the employees. Goal is to increase and improve customer satisfaction, membership satisfaction and to increase productivity and increase the unity between different areas of the Club. Nominees can be submitted by peers, members, managers and Board Members. Submissions need to be made by 3rd Thursday of the month and given to Karen in the Front Office. Include a paragraph why the employee is being nominated for the award. It can be qualitative or quantitative. The Winner will be recognized the last Friday of the month by the Board President or Representative. The Winner will receive a dedicated parking spot and a gift certificate to a place they prefer. Photo and Article in the Gazette and posted on the doors to the building. Looking into an award to present also. All Board members donate \$10 per month for the program and gift certificates. We currently have 19 employees. All Directors were in favor to approve Director Erdmans plan and to proceed with the program.
 - P. Tennis: Director Lewis commented on the AVCC USTA team that went to Sectionals in Irvine and we came in 2nd place. We also received a lot of recognition on the USTA Instagram page with photos of our team and many good comments. Reported on the Tennis committee meeting at Lenton Construction with sorting out all of the ideas that can improve the tennis pro shop area and courtyard area. No numbers have been given yet and no commitment has been made. We are at the design stage only.
5. New Business: Introduction of Patrick Londono. Consideration for new contract to teach golf lessons on weekday afternoons and weekends. Discussion on experience and resume'. Board to discuss in Closed Session. Patrick discussed his beginnings at the AVCC as a junior golfer and coming up thru the years with golfing at the Club. Teaches high school and college golf currently. Director Godin has been discussing a potential contract with Patrick for teaching agreement. USGTF certified.
6. Old Business:

7. Open Discussion: Director Garrison asked about the net maintenance on 4. President Martinez said it is on the list of maintenance items.
8. Move into Closed Session:
 - A. **Motion to go into Closed Session**
 - a. Motion by Director Hutchison; Second by Director Godin
9. Reconvene into Open Session
 - A. **Motion to reconvene to open session at**
 - a. Motion by Director Hutchison; Second by Director Schafer
10. Next Meeting Date
 - A. May 25, 2023, at 6:00pm
11. Adjournment
 - A. Motion to Adjourn the meeting
 - a. Motion by Director Schafer; Second by Director Godin
 - b. The meeting adjourned at 10:13PM

Michelle Lewis, Secretary