

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

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**March 28, 2024**

1. Call to Order: President Martinez called the meeting to order at 6:05pm. In attendance were Vice President- Gina Hutchison, Secretary- Michelle Lewis. Directors in attendance: Debra Erdman, Ric Garrison, M.D., Nick Godin. Absent: Director Rockey. Staff present: Mark Fragale, General Manager and 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 October 26, 2023 and February 22, 2024 , Board meeting**
    - a. Motion by Director Erdman; Seconded by Director Godin. Approved by all.
4. Monthly Reports:
  - A. Women's Golf Association: Director Erdman reported. Robin Brewster is the New President, Alice Barcelona -Tournament Chair, Vicky Medlin – Secretary- Lyndsey Dooley – Treasurer. Next meeting 4/2/24. Continuing their Sweeps play on Tuesdays.

There were no other WGA teams that wanted to come to Palmdale to play this year they are now going to complete in a LA County Womens Golf group – First play is 9/30/24. Upcoming tournaments: 4/13 Grandmothers Tournament, 4/20 +4/21 Blind Date Tournament, 4/18 + 4/4/19 WGA Member/Member Tournament. WGA allows members that have been a member for 6 consecutive months can play in the major tournaments.
  - B. Men's Golf Association: Director Godin reported – Sign up open now for Silver Nugget Tournament 6/29 & 6/30 must be 1 MGA member/1 public guest \$400/team.
  - C. Tennis: Kirk Shoemaker reported activities over the past month. St Patty's day Round Robin with 16 players. Did a watch party in The Bunker following the event with a tennis watch party. BNP Social had 26 signed up but had to cancel due to rain. Rescheduled to 4/13/24. Round robin planned for 4/4/24. Mens single league will be starting in April. Juniors league with 9 players is starting. Pickleball social will be held on 4/27/24. Club USTA team has qualified for Sectionals in Irvine 4/19 - 4/21/24. Won League 6-2.

New Spring USTA league begins 4/4/24 captained by Michelle Lewis and Dianne Wellbaum.

Tennis fund equals \$21,987.

Clubhouse remodel is beginning – Lenton construction to demo interior next week. New HVAC unit will be installed during remodel. Total cost of remodel = \$32,200. Beginning new fundraiser – invest in a bench 20 on courts @\$1000 each and 6-8 patio benches @\$1500 each. Awaiting an additional \$5000 donation from Jennifer Valdez.

Hernan will be cutting wind screens on Court 2 & 5 to allow for better viewing from the center patio. Kirk asked if it would be possible to have AJ Martinez look at the center patio to improve the concrete. There will be a Grand Opening of the Clubhouse in June/July.

President Martinez gave Kirk and the tennis big group credit for doing such a good job in raising funds and keeping the Board updated on events. Great job Kirk!

- D. Presidents Report: President Matinez reported
- E. Secretary Report: Director Lewis Shareholder meeting notices and ballots will be delivered to the post office by Karen Cervantes and Michelle Lewis on March 29<sup>th</sup>. Michelle will certify the mailing. Ballots are requested to be returned by April 19<sup>th</sup> in the mail or last day to drop off ballots in person will be May 1<sup>st</sup>. Shareholders meeting will be on May 1<sup>st</sup> at 6:00pm. Michelle read off list of Shareholders whose mail was returned to the front office. Searching for updated addresses to send Meeting information and ballot. Discussion within meeting on names and possible connections to known members.
- F. Treasurer's Report: No Report
- G. Managers Report: Manager Fragale reported the Accounts Payable is \$466,000 consisting of Property taxes, final Brightview invoice, AVEK water (\$30,000) and miscellaneous invoices (\$10,000).

Yamaha lease ends in 2 weeks. New fleet to come in on 4/25/24. New carts have GPS & Geofencing capabilities. We do not own the current carts, we have leased them. The new lease will have a different structure. At the end of the 5 year lease, we can buy them for \$1.00 each. They have lithium batteries which should last 11 years. Cart has the ability to go 3 rounds. There will be 15 more carts than current fleet and 15 will have tow bars. Potential of 4 years with the carts with no lease payments following the 5 year lease. Then we should consider selling them while there is still 2+ years on the batteries.

Financials are skewed due to the dates on the report. Payroll amount is falling before the \$13,000 in tips has been washed out at month end. The total kitchen permits =\$28,00+/- . Green Fee/Cart Fee/driving range figures are up over \$100,000 YTD. Expecting a positive \$200,000 by end of year at this rate.

Golf shop hours are now 6am -7pm. Last carts in by 5:00pm. Last range balls at 6:30pm. Cart fee from \$18.00 to \$20.00 with new carts.

5 new rental clubs to be now in pro shop. \$45 fee to rent. Titleist. Must sign to rent cart & clubs. New apparel in pro shop. Met with Puma today – If MGA & WGA want orders – this is the time to do it. They are willing to do on-site trials.

2<sup>nd</sup> week of May and September will have Titleist fitting.

Marshall will donate a lesson and fitting and high end putter, etc as a donation for Shareholders meeting

The Bunker – Opening in wall will have glass doors completed by July. New carpet = \$12,000. Samples are here now. Front panels in Dining room are too old to repair/replace – most likely should just come down.

Purchased black out curtains ( off white) for the opening.

New Bunker hours – M – TH 8am – 8pm, Friday 7am-9pm, Sat & Sun 7am -8pm

Adding new staff members to The Bunker.

Might be adding Dan Pratt's son – in – law to Pro-Shop.

Beverage cart will be coming out on May 1. Grace & Sophie will be operating.

Water/ice machine has been removed – couldn't be fixed. New machine will go in.

Adding a trash can for driving range area.

Discussion followed regarding water/ice machine

New Equipment coming in March 30.- Aerifier. Tuesday - testing it on the putting and chipping area. 2 weeks later other equipment coming in.

MGA – Member/Guest will be Sept 21 & 22

There are currently 7 staff members for course maintenance. Arturo's health is improving and he is back to work.

#1 Tee box pushed back 38 yards – 2 weeks from being ready.

#10 is coming in and will be a Par 4

Mark requested info for #10 & #14 Ladies . June 5<sup>th</sup> SCGA site inspection.

7 trees coming down on #10

Golf Course will be over 7000 yards eventually. #14 was in poor condition

Existing Tee Box on #10 will remain.

Course Maintenance – Speed Zone and Daconil sprayed for weeds & daffodils.

Lawntrel sprayed on perimeter. Pineapple weed will disappear after aerification . 2 applications of fertilizer & iron at this point and there is one more planned. 4/15 is Aerification day. By May 1<sup>st</sup> the course will look good again.

H. Ways and Means: No report.

5. New Business: President Martinez announced that Justin Rockey has been appointed as Treasurer as of 3/20/24. Shareholders meeting to include Members and Shareholders.
6. Old Business: No items
7. Open Discussion:  
Member Andy requested an update on Lemon Leaf – No update given  
Kirk Shoemaker – Thanked Mark and entire Staff for their great job.
8. Motion to move into Closed Session by Director Erdman, Second by Director Godin. 7:00pm.
9. Next Meeting Date  
A. April 25, 2024, at 6:00pm
10. Adjournment

- A. Motion to Adjourn the meeting
  - a. Motion by Director Godin ; Second by Director Lewis
  - b. The meeting adjourned at 7:18pm

Michelle Lewis, Secretary