

Heather Gardens Metropolitan District

Clubhouse/Restaurant Committee

September 16, 2019

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

From: Mike George

Subject: Report of September 16, 2019 Clubhouse/Restaurant Committee Meeting

Committee Members: Michael George (Chair), Craig Baldwin (Past Chair), Jill Bacon, Christa Boehner, Jerry Brewster, Tom Merges, Barbara Schneller, Deb Smith, Tom Tomasik

Staff: Linda Aluise (Clubhouse Manager), Cormac Ronan (Rendezvous Manager)

Committee Chair Report:

Past Chairman Craig Baldwin called the meeting to order, welcomed guests; thanked outgoing committee members Jill Bacon, JoAnn Fitch, Barbara Schneller and Barbara Brown. He introduced Michael George, new Board member and chair. Michael hails from Green Valley Ranch where he served 13 years on the Board, including president. He introduced new members Tom Tomasik, Deb Smith, and introduced Jan Arce who will be seated next month. Also new next month will be Diane Landis. Craig will chair Foundation.

The July 11, 2019 report was approved as written.

Review of Financials:

Tom Merges presented that it is our responsibility to review the monthly financials, annual operating expenses, capital requirements, and budget from the GM and make suggestions. A trial balance needs to be completed before we have a final P&L statement so that we can review and look for variances. We need the P&L prior to the meeting for review purposes to prepare questions for Linda and Cormac at the next meeting. All monthly purchases must be accounted for in the month in which they occur. Some changes will be implemented in the statements such as grouping alcohols into 'bar costs' and building rental deposits not being accrued as they get refunded.

Craig said the HGMD budget must be submitted to the city by 12/31. Each line item must be explained for variance to beginning budget.

Cormac and Linda must be participants in the budget meetings.

New Business:

There are 9 components to the Clubhouse/Restaurant Procedure Memoranda. After lengthy discussion, it was determined that not all changes had been made to the draft we had and therefore all motions were tabled until the October meeting.

Clubhouse Manager Report – Linda Aluise

Fall class registration started today. We have a new aqua instructor. She can only teach M&F so another class, pool tai chi, will be added on Wednesdays. The costs of a 3 day a week class is \$35. Now it will be \$30 for the M&F and \$25 for the Wed. Colored Pencils, a new art class, has been added. We will now have beginning and advanced tai chi classes. The trips are awaiting RTD approval and will be announced soon. Linda is already working on the 2020 calendar. The Resource Fair is Fri., Sept 20. It is held twice a year and brings in good revenue. The Fall Craft Fair is Friday Oct 18 And Saturday Oct 19.

Restaurant Manager Report – Cormac Ronan

Cormac presented a detailed written report. Highlights are

Buffets – we will have new, upscale plates for the buffet and the chef will wear a chef's coat. A limited menu will be offered on those days to encourage buffet participation.

There is a wine dinner this Thursday.

Menu – is be reformatted to a cleaner copy, adjusting prices slightly, and deleting some less popular items. Costs of goods continue to rise and minimum wage goes up 90 cents January 1. These costs are taken into consideration with menu pricing.

Hours – The late night happy hour was not popular. We will now have 2pm-5pm happy hour. Mondays are sparse; and Saturday breakfast is slowing.

Holiday parties - \$28.99 for a great dinner. Our food is much better; we include more; and our price is lower than area restaurants.

A profit goal should be in the budget. The focus is on the restaurant being an

amenity, not a profit center.

Residents wishing to address the committee on non agenda items:

Kudos to Cormac.

Suggestion on grandchildren pool hours.

With no further business, meeting adjourned at 2:45 pm.

Next meeting – Monday, October 21, 2019 1:00pm