

ROCKPORT COUNTRY CLUB MEMBERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

August 2, 2018

A Special Meeting of the Board of Directors of the Rockport Country Club Members Association was held at the club's temporary offices located at 101 Champions Dr., Rockport, Texas.

Those present were: Jon Heffron – President, John Hitchcock, Glenn Kliebert, Elyce Kahn, Charles Giese and Chet Cloudt.

Also in attendance: Rick DeLoach, General Manager.

Ric Young, Herb Sutter and Tiffanie Hoover were absent.

Jon Heffron, the club President convened the meeting at 4:13 PM.

Approval of Minutes: Jon asked for a motion to approve the minutes of the last Regular Meeting held on July 18, 2018. Accordingly, a motion was made and seconded to approve said minutes, as written. A vote was taken and the motion carried unanimously.

Jon opened the discussion stating that the meeting was being held for two reasons:

1. Discussion of Club Rules and Regulations regarding handicap carts; and
2. Approval of Final Budget for clubhouse furnishings and kitchen & bar equipment

**Club Rules and Regulations regarding the use of golf carts by handicapped individuals and the issuance of "Handicap Flags".**

Jon opened the discussion with a brief explanation of the current rules regarding the above and stated that the rules currently in force have not changed. Asked by Jon if the Club has been lax and has simply not been enforcing the current rules effectively, Rick DeLoach answered yes. Rick also mentioned that there are a lot of people with blue handicap flags, who have not followed the proper guidelines to obtain them.

A discussion followed on what measures should be taken to insure compliance and it was decided:

1. A letter to the entire membership should be issued concerning the rule, the need to enforce it and what measures will be taken. The third draft of a proposed correspondence prepared by Rick DeLoach was provided to the BOD via email prior to the meeting. This letter will be redrafted by Rick based on the final recommendations of the Board in today's meeting. The letter will go out immediately after completion.
2. Essentially, the Club will, in effect, start over with the handicap certification process and require each individual seeking handicap status to follow the current rules by providing the Club with a document

signed by their physician verifying handicap status. All individuals, who currently possess a “Handicap Flag”, will have until September 15, 2018 to update their proof of handicap status. At that time, they will be issued a new flag of a different color than blue. This will enable the Club to insure that the rule is being enforced and that only those individuals in compliance will have handicap privileges.

3. Individuals seeking handicap status may submit their physician’s statement on Texas State Form VTR-214, Application for Persons with Disabilities..... or on an approved form provided by the Club. Those individuals who currently have handicap status with the State of Texas may show appropriate proof and they will be issued a handicap flag without having to obtain a certification from their physician.

**Approval of the budget for Clubhouse Furnishings and Kitchen & Bar Equipment, as outlined in detail on the Rockport Country Club “Furnishings Budget”, 8.1.18.**

Jon opened the discussion by saying that the Special Clubhouse Committee had met yesterday (Aug 1<sup>st</sup>) and approved the budget being submitted to the BOD for final approval today. He also mentioned that Club Design (CD) had previously submitted a proposed budget for the furnishings and kitchen & bar equipment, but that we were not far enough along with our insurance settlement at that time to be able to approve it. At that point, Jon went over the current BPP & FF&E Claims Worksheet showing a detail of Claims (Insurance) Amounts, Expected Recovery and Amounts Actually Paid on the items for which we are seeking approval in today’s meeting.

Jon then explained that the Budget items listed for procurement by CD appeared to be relatively expensive because of their commercial rating, as opposed to something that would be purchased for normal household use. He also explained that the 10% “Purchase Fee” (initially 20%, but negotiated down to 10%) shown is a fee charged by CD to oversee the selection, ordering and delivery of those particular items. Jon explained that it is important to use CD for the bulk of the large furniture items such as tables, chairs, barstools, etc. to insure the overall continuity of design and look of the Club. He added that the Club Staff and Special Clubhouse Committee members will select many of the furnishings for the bistro, ballroom, foyer, offices and men’s locker room, as itemized on the list. He then referred to the images of the items to be purchased, indicating which ones would be procured by CD and which ones would be procured by the Club.

Jon then stated that the total budget for items to be procured by CD amounted to approximately \$132,000 and the total budget for items to be procured by the Club amounted to approximately \$85,000. Glenn Kliebert offered some suggestions on how to insure that we did not pay for more than the cost, plus 10% on the items being procured by CD. After a discussion on the issue, Jon stated that he would make sure we were charged the actual cost of the items (backed by invoices), plus the 10% Purchase Fee, plus actual tax and shipping. He added that we would not pay the 10% fee on tax and shipping. When asked about the timing for completion of the furniture acquisition and delivery, Rick stated that if we ordered today, we would most likely not receive the furnishings until late November and that time is of the essence in getting this budget approved and moving forward. Rick also mentioned that the construction of the Clubhouse should be complete by the first of November, so there shouldn’t be an issue as to where to put the furniture once we receive it. Jon mentioned that

samples of the fabric and vinyl CD proposes to use will be available for viewing at the Club on Tuesday, the 7<sup>th</sup>. It was noted that the furniture and the fabric will come from two different suppliers.

A motion was then made and seconded to approve the budget for the items to be procured by CD in an amount, not to exceed \$132,000. The motion and second also called for the approval of the budget for the items to be procured by the Club in an amount, not to exceed \$85,000. Jon then noted that there is no budget approval requirement for the fitness equipment, because it will be leased rather than purchased.

At that point, Jon provided a summary of all items, which have been approved by the Board to date and what we can expect to discuss in the next Regular Board meeting to be held on Wednesday, August 15<sup>th</sup>.

Glenn then brought up the idea of sending out a letter or email communication to members describing what the Club will look like when we reopen. After discussion, it was agreed that it would be a great thing to do. Jon and Rick agreed to provide Glenn the pertinent facts and Glenn agreed to draft the correspondence to the members.

No further business coming before the Board, the meeting was adjourned at 5:40 PM.

Chester R Cloudt, Jr.  
Secretary/Treasurer  
Rockport Country Club Members Association