

**MINUTES OF THE APRIL 9, 2020 MEETING,
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (“CCMC”),**

**Remote meeting via telephone conference call
Dial in number: (929) 205-6099
Meeting ID: 82649539976**

Members Present: Christine Smith, Chairman, Susan Sullivan, Jack Bailey, Sean Toland and William Friend.

Others Attending: Kevin Whalen, Executive Director of the SSCC

The meeting was called to order at 4:04 PM. The CCMC members present constituted a quorum. This quorum remained present throughout the meeting.

Before commencing with the meeting Agenda, the Chairman informed those in attendance that the meeting was being held remotely by telephone as an alternative means of public access, pursuant to an Order issued by the Governor of Massachusetts, dated March 12, 2020-Suspending Certain provisions of the Open Meeting Law. And, that this meeting and all telephone communications during this meeting may be recorded, by the Town of Hingham, in accordance with the Open Meeting Law.

The first order of business was a review of the minutes of the February 21, 2020 CCMC meeting (there are no minutes for the CCMC meeting posted for March 18, 2020. That meeting was cancelled and did not occur). After review and discussion, the February 21, 2020, CCMC minutes were approved by the Committee. Thereafter, the Committee authorized William Friend, secretary/clerk of the meeting, to make any additional corrections to the minutes, he subsequently deems necessary and appropriate, and to then forward the final corrected minutes to the Town Clerk for posting.

The CCMC’s approval of the minutes was followed by the Executive Director’s Report (the “EDR”), presented by Kevin Whalen, Executive Director of the South Shore Country Club (the “SSCC”).

Kevin Whalen, commenced the EDR with an SSCC Financial Report, which included a review of the monthly revenue, by department, for March, 2020, and a detailed year-to-date revenue report-through March 31, 2020, advising that several golf outings/tournaments scheduled for early in the season had been cancelled and that he will be attempting to reschedule them later in the year (probably after July and in the next fiscal year), but fears many of them will not occur until next season. He noted that he is readjusting his revenue projections for the year to reflect the lost tournament revenue. He then added that, while any decision to open the golf course will not be made without the “go ahead” from the Governor and Hingham’s Town Administrator, current expectations are for the golf course to reopen on about May 4th. The Committee then discussed what to do about permit holder fees, if the suspension of golf extended inordinately beyond May 4th.

Kevin Whalen followed with a discussion of his ongoing plans with regard to the business, in response to the issues created by the corona virus shut down. He then informed the Committee of the SSCC’s expenses through March and confirmed that he would be tightly managing expenses, during the suspension of business, and would continue to do so after the reopening, advising that he is currently reducing his marketing budget, holding the line on nonessential capital expenditures, delaying the purchase of pro shop merchandise and equipment and has not hired any seasonal staff. He expects to start the golf season with minimum staffing and wait to see how business develops.

Kevin Whalen continued with a discussion of his operating plans, with regard to the initial period, after permission is received to reopen the SSCC for business, this included a delay in the reopening of the driving range, bowling alley and simulator room. He noted that these areas will not be initially opened with the golf course, because of both staffing and “social distancing” issues. He also mentioned that he has had telephone discussions with the managers of other area golf courses and that he will be implementing many of the golf restrictions and requirements that resulted from these discussions, as well as any corona virus regulations imposed by the Town or Commonwealth.

Kevin Whalen concluded with information on the SSCC food, beverage and event/function operations, advising the Committee that, even

though Vista Verde Corp., SSCC's food and beverage lessee, has been resourceful (a food pickup and delivery business has been initiated during the shut-down), considerable restaurant business has been lost. In addition, several weddings and other events have been cancelled, resulting not only in diminished revenue, but the return of event deposits. He expressed concern about this revenue shortfall and suggested that the Committee and the Town will need to meet with Vista Verde Corp. to better understand the impact of the shut-down on their food and beverage operations and what can be done to address this issue.

Kevin Whalen concluded his reports with an update on the status of the proposed SSCC maintenance facility advising that, while the current situation has slowed down the process, he is still working toward the design, planning, funding and development of the much-needed facility and hopes funds for the design phase of the project will be approved at this year's Town Meeting.

Following these reports, Christine Smith updated the Committee on the status of CCMC's funding request for the design and construction drawings for a new Town Pool at the SSCC and the preparations for the upcoming Town Meeting.

Christine Smith also suggested that a "Hingham Day-at South Shore Country Club" would be an ideal way to re-introduce everyone to the SSCC and our food, beverage and event facilities, following the shutdown. She also noted that it would also give us an opportunity to show off the great condition of the golf course, present the potential location and discuss the benefits of the proposed new town-owned swimming pool and the proposed SSCC maintenance facility. The Committee agreed that this was a good very idea and made plans to discuss "Hingham Day" at its next meeting.

Following the Committee's discussion of the matters presented by Christine Smith, on motion duly made and seconded, the Committee unanimously agreed to adjourn the meeting.

**Respectfully submitted
By William Friend**

Secretary/Clerk

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