

**MINUTES OF THE MAY 11, 2020 MEETING,
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (“CCMC”),**

Remote meeting via telephone conference call

Dial in number: (929) 205-6099

Meeting ID: 826 4853 9976

Website: <https://zoom.us/join>

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

Others Attending: Kevin Whalen, Executive Director of the SSCC and Gregory Lane, from the Hingham Current

The meeting was called to order at 4:10 PM. The CCMC members present constituted a quorum. This quorum remained present throughout the meeting.

Before commencing with the meeting Agenda, Christine Smith 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 April 09, 2020, CCMC meeting. It was determined that no corrections were necessary and the April 9, 2020, CCMC minutes were then approved by the Committee. Thereafter, the Committee authorized William Friend, secretary/clerk of the meeting, to make any final corrections to the minutes, he deems necessary and appropriate, and to 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”).

He commenced the EDR with a presentation of SSCC's Monthly and Year-to-Date Financial Report. This included a review of the monthly revenue, by department, for April, 2020, (total \$3600.00) and a comparative year-to-date revenue report-through April 30, 2020, (total \$1,273,472) compared to (\$1,416,589.00 for FY2019). He then advised the Committee that he, the SSCC staff and the food and beverage operator were attempting to reschedule the cancelled outings and tournaments later in the year (probably after July and in the next fiscal year), but many of them will not occur until next season.

Kevin Whalen continued the financial discussion with a presentation of his revised revenue and expenditure projections for the year, explaining the adjustments needed to reflect the cancelled tournaments and outings, as well as, lost lesson fees, green fees and other revenue in the period from mid-March to Mid-May. He added that further adjustments will be needed, if the covid19-restrictions on the use of golf carts are extended and/or the food and beverage facilities continue to be unable to open for business on the premises. He also noted that he prepared an accounting of his Covid19 related expenses, has submitted this information to the Town and hopes the SSCC will reimbursed for them, by the Town.

Kevin Whalen followed with a discussion of his operating plans with regard to the business, in response to the issues created by the Covid19 virus restrictions, commenting on the nineteen rules and restrictions, pertaining to golf course operations, imposed by the Commonwealth and explaining how he intended to deal with them. He then added that he is continuing his limited staffing plans, until the business improves and requires more staffing; he has reduced the merchandise purchases for the pro shop, except for logo merchandise that was pre-ordered; and he may not open the bowling alleys until the leagues begin in the fall.

He then updated the Committee on the number of permit-holders that have signed up for the year, noting that he was very pleased with the number, adding however, that he had heard from a few who were attempting to get a refund, for health or other reasons.

Kevin Whalen finished the financial portion of his EDR with information on SSCC's leased food, beverage and event/function operations. He noted that the lessee/ operator of this business is a critical partner in the ongoing business of the SSCC, expressed concern about the revenue shortfalls they have been experiencing and suggested that the Committee and the Town will need to meet with them, to better understand the impact of the Covid19 restrictions on their operation and to determine what can and should be done to assist them.

The Committee shared the concerns expressed by Kevin Whalen and agreed that Susan Sullivan and William Friend would serve as a working group to meet with Vista Verde Corp, SSCC's food and beverage lessee, listen to the issues raised by them and report back to the full Committee, so that recommendations can be made to the Town, with regard to the steps that should be taken.

Kevin Whalen concluded his report with an update on the status of the proposed SSCC maintenance facility, advising that while the current situation has slowed down the process, he has met with the new Town Engineer and 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.

Christine Smith continued the Town Meeting discussion, reminding the Committee of the revised date, for the Town Meeting (June 22, 2020) and updating every one regarding the Town Meeting Agenda Articles important to the Committee. The Committee then discussed the relevant pending Town Meeting Articles and considered the necessary preparations for the upcoming Town Meeting.

Christine Smith then provided the Committee with her thoughts regarding "Hingham Day-at South Shore Country Club" - an idea proposed, during the course of the April CCMC meeting. It was agreed that this would allow the Committee to re-introduce everyone to the SSCC and, at the same times, show off the golf course and food & beverage operations, particularly the outdoor dining facilities (the patio and tent). It would also provide an opportunity to present the potential location and discuss the benefits of the proposed new Town-owned swimming pool and discuss the needed SSCC field maintenance facility.

It was then agreed that Sean Toland and Jack Bailey would serve as a working group to assist with the planning, execution and marketing of “Hingham Day at South Shore Country Club”.

Thereafter, 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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