

**MINUTES OF THE JULY 13, 2020 MEETING,  
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE ("CCMC"),**

**Remote meeting via telephone conference call**

**Dial in number: (929) 205-6099**

**Meeting ID: 841 0531 4225**

**Website: <https://us02web.zoom.us/j/84105314225>**

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

**Other Known Attendees: Kevin Whalen, Executive Director of the SSCC and Gregory Lane, from the Hingham Current**

**The meeting was called to order at 4:10 PM. All of the CCMC members were present and this 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 June 15 2020, CCMC open and public meeting. It was determined that additional procedural language may be needed to address the adjournment of the open and public meeting and the subsequent move to an executive session. The Chairman agreed to work with Secretary /Clerk to determine the appropriate procedural language and incorporate this language into the minutes. Accordingly, approval of the June 15, 2020 minutes was deferred until the next meeting of the Committee.**

**The Executive Director's Report (the "EDR"), presented by Kevin Whalen, Executive Director of the South Shore Country Club (the "SSCC") followed the minutes discussion.**

**Kevin Whalen commenced the EDR, with a review of SSCC's June and FY 2020 financials, noting first, that his financial information is not final and that the year-end SSCC financials are prepared by the Town Accountant and would not be available, until a later date. He then reported the revenues for June and compared these results to June, 2019 revenues, explaining that the revenue shortfall for the month was almost entirely due to the Commonwealth's Covid19 "social-distancing" limits on tee-times and the elimination of all of the SSCC's June golf-outings, also due to Covid19 restrictions.**

**Kevin Whalen further noted that, even with the pandemic related lost revenue in the last-half of the year, this year's (full-year) financials could be close to break-even with last year's, because of the improved revenues, in first-half of the year and the tight management of expenses throughout the year. He also noted that the final results will depend on the accounting treatment of bond financing attributable to SSCC equipment purchases/capital expenditures during the year. He then added that, taking a cautious approach, he has requested an authorization for a \$50k. reserve fund transfer and hopes it will not be needed.**

**Kevin Whalen followed with an update of his operating plans, with regard Phase III of the Commonwealth's Covid19 virus restrictions, commenting that the restrictions pertaining to golf course operations, allow an easing of the tee-time spacing requirements, but golf operations still are far from back to normal. He added, that the bowling alley, golf outing and event operations (camps, corporate field days and etc.) are still curtailed by the virus restrictions, and then assured the Committee that he is continuing his limited staffing plans, until the business justifies more staffing.**

**Kevin Whalen concluded his report with an update on the status of the proposed SSCC maintenance facility, advising that, following the recent Town Meeting approval, he met with J.R. Frey ( the new Town Engineer),**

**the Town Administrator and the Asst. Town Administrator to discuss how best to proceed. It was agreed that, because of Town Engineer's work load, it would be better to hire a project manager than to appoint the new Town Engineer as the project manager. Kevin Whalen then advised the Committee that he will be working with the Asst. Town Administrator, on preparing an RFQ for this position, and will be submitting the completed RFQ to the Committee for review**

**Christine Smith followed the Executive Directors report with her report on new and pending CCMC matters.**

**She commenced with information on the ongoing rent adjustment discussions with Vista Verde Corp., advising that there may be legal considerations that dictate the options available for a response to the Vista Verde rent adjustment request. She then added that the Town Administrator is working with the Town's attorneys on the legal matter and directly with Vista Verde Corp on a resolution of their request. She also added that the resolution would eventually be submitted to the Board of Selectmen for approval and that she will alert the Committee when the matter is scheduled for consideration by the Board of Selectmen.**

**Christine Smith also reported that she anticipates that a seven-person working group (which will include CCMC members) will be appointed to oversee the next stages of the SSCC pool and maintenance facility work including the elimination of the current structures and the design of the new facilities. The Committee expressed concern with regard to loss of control of these SSCC projects.**

**She continued her report, noting that August 1st will be the second anniversary of Kevin Whalen's hiring as SSCC's Executive Director. She was then joined by the Committee in thanking Kevin Whalen for all that he has accomplished and wishing him good fortune with the projects on the horizon.**

**Christine Smith concluded her report by advising the Committee that Sean Toland is resigning from his position as a Committee member. Sean Toland followed by advising the Committee that he has enjoyed his time on the Committee, but was assuming new work responsibilities and**

**that the new time commitments would not allow him to continue in his role as a volunteer member of Committee. He was then thanked by all the Committee members for all of his work on behalf of the South Shore Country Club.**

**There being no more business for discussion, on motion duly made and seconded, the Committee vote unanimously to adjourn.**

**By William Friend  
Secretary/Clerk**

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