

**MINUTES OF THE MARCH 23, 2021 MEETING,  
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE ("CCMC"),  
Remote meeting via telephone conference call  
Dial in number: (929) 205-6099  
Meeting ID: 813 4711 3379  
Passcode: 778440  
Website: <https://zoom.us/join>**

**Members Present: Christine Smith, Susan Sullivan, Steve White and William Friend.**

**Others Attending: Kevin Whalen, Executive Director of the South Shore Country Club (SSCC).**

**The meeting was called to order at 5:35 PM. The CCMC members present constituted a quorum. This quorum remained present throughout the meeting.**

**Before commencing with the meeting agenda, Christine Smith, Chairman of the Committee, informed everyone 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 Commonwealth's Open Meeting Law. And, that the meeting and all telephone communications during the 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 16, 2021 CCMC meeting. The Committee's review of the minutes was followed by a short discussion. Thereafter, on motion duly made and seconded, the February 16, 2021 CCMC minutes were unanimously approved. The Committee then authorized William Friend, secretary/clerk of the meeting, to make any minor or grammatical corrections to the minutes, he subsequently deems necessary and appropriate, and to forward the final minutes to the Town Clerk for posting.**

**The discussion and approval of the minutes by the Committee was followed by the Executive Director's Report, which was presented by Kevin Whalen, Executive Director of the SSCC.**

**Kevin Whalen commenced this presentation with a review of SSCC's February financial results. Year-to-date and February financial materials were circulated to each of the Committee members, for review, prior to the meeting. In the course of his presentation, Kevin Whalen noted that February revenue totaled \$71.1K. He continued, with information on expenditures during the month, advising that invoice payments for the month were \$29.7K and payroll expenses totaled \$60.3K. This resulted in a loss of \$18.9K for the month.**

**Kevin Whalen then reviewed the year-to-date financials through March 22, 2021, noting that these financials compared favorably with the prior fiscal year-showing a positive cash balance, to date, of approximately \$449.9K. He followed with his financial projections for the**

full fiscal year, advising that he anticipates a positive cash balance of slightly under \$300K for the fiscal year, after making SSCC's annual equipment and golf cart bond payments of \$153K.

Kevin Whalen continued his Executive Director's Report, with updated information on the Golf Permit/Membership signup for the upcoming golf season, advising that the targeted number of permits had been reached and waiting lists have been established.

He then updated the Committee on the progress of the Town's Wage Classification Study, as it applies to SSCC's employees, advising that it has been completed for all but three of SSCC's full-time employees (these remaining employees should be done by July 1st) and he then discussed the impact of the Study results on the SSCC payroll "going-forward".

Kevin Whalen concluded his Report with a request for authorization to respond positively to two donation requests recently received by the SSCC: 1) a sign request from the Weymouth Little League and 2) a free golf foursome at the SSCC, for a fundraising raffle to help Jase Russell, a four-year old who is suffering from Neuroblastoma. Following a short discussion and a roll-call vote, support for both requests was unanimously approved by the Committee

The next item on the meeting agenda was then addressed. Kevin Whalen updated the Committee on the progress made on the design of SSCC's proposed new equipment maintenance facility. The cost estimates and the phasing of the project, as well as, the redesign and the reduction of the initial phase of the project, to one cold storage and maintenance building, to meet the budget requirements, were discussed. The switching from a metal building to a wooden structure, for time and cost savings was also discussed, as was the requirements for sprinklers and a bathroom. Alternative approaches with regard to water run-off from the equipment wash-down pad were also discussed.

It was further noted that the reduced work in the first phase of the project means that the cost of materials will be less and that design and engineering fees will be scaled-back, as well. The Town's DPW has agreed to provide free fill for the site and will deliver the fill once the Town's Conservation Commission issues the necessary approvals.

Meetings with the Town's Historic District Commission and Conservation Commission, to review the project, were discussed and a report on payments made, to date, to the project manager were provided to the Committee.

The proposed new pool was then discussed by the Committee. Kevin Whalen advised that SciTech was retained to perform a survey to determine the exact boundaries of the SSCC land around and behind the proposed pool location and to delineate any wetlands and/or vernal pools in this area. The initial pool design concepts and the ideas behind these concepts were also discussed.

Following these pool discussion, Kevin Whalen provided the Committee with his thoughts with regard to the SSCC bowling alley operations. He advised that the bowling alleys were

recently open to the public for three weeks and very little business was done. He noted that there is currently only one league and, with the approaching warmer weather and the increased availability of outdoor activities, he feels that keeping the bowling alleys open to the public is not productive. He has closed the alleys and intends to open the bowling alleys again in the fall when all the seasonal leagues commence and the pandemic fears have dissipated.

At this time, Christine Smith presented the CCMC Report. She commenced with a discussion of the impact of Covid19 on golf outings and other SSCC fundraising activities. She added that she hopes that, with the lessening of the pandemic restrictions, the Committee will be able to start working again with the Hingham Sports Partnership (HSP) and Friends of the SSCC to revitalize the efforts needed to raise funds for SSCC's youth programs, the golf course and the proposed new pool. She added she has been in contact with HSP and expects to meet with them soon, to discuss the pool design and how to approach the community for support.

Christine Smith's also discussed SSCC's 100<sup>th</sup> anniversary and advised the Committee that she hoped to have a new 100<sup>th</sup> Anniversary Logo design for the Committee to see, at its next meeting, and expects to have prepare a letter for submission to the Hingham Journal Editor, thanking the community (employees, volunteers, golfers and members) for their support of the SSCC over the years.

She concluded with a discussion of SSCC's Junior Golf Program and the high school girls and boys golf teams use of the course and simulator room and she also added that the sign up had commenced for the summer camps that take place at the SSCC.

Following Christine Smith's CCMGC Report, on motion duly made and seconded, the Committee unanimously agreed on the date for the next meeting (April 23, 2021, @ 5:30 PM, via Zoom) and the meeting was then adjourned.

Respectfully submitted  
By William Friend  
Secretary/Clerk

