

**MINUTES OF THE MAY 25, 2021 MEETING,
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (CCMC),
HELD Remotely,**

Members Present: Christine Smith, Chairman, Jack Bailey, and Steve White.

Others Attending: Kevin Whalen, Executive Director of the CCMC.

The Chairman called the meeting to order at 5:32 PM. The CCMC members in attendance constituted a quorum. This quorum remained present throughout the meeting.

Before commencing with the 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, maybe recorded, by the Town of Hingham, in accordance with the Open Meeting Law.

The first order of business was the Committee’s review of the minutes of the April 27, 2021 CCMC meeting. After a short discussion, on motion duly made and seconded, the minutes of the April 27, 2021 meeting were unanimously approved and accepted. The Committee then authorized William Friend secretary/clerk of the meeting, to make any incidental corrections to the approved minutes he deems necessary and appropriate and to forward the final minutes to the Town Clerk for posting.

Approval of the minutes was followed by the Executive Director’s Report which was presented by Kevin Whalen, the Executive Director of the SSCC.

Kevin Whalen opened with the current financial report, (printed year-to-date and monthly financial materials were submitted to the CCMC members for review, prior to the meeting). The current financial discussion included a comparison of the SSCC’s revenue and expenses for the month of April, 2021 and a comparison of these results with the monthly financial information for the same month in the prior fiscal year. Revenue, for the month of April was \$151K and revenue, for the year, through April, 2021 was \$1,580K. With expenses of \$87K for the month and \$1,106K, for the fiscal year, the SSCC has a current surplus of approximately \$373K, after accounting for scheduled annual financing payments for carts and equipment, (approx. \$150K).

Kevin Whalen concluded his EDR with an update on golf course outings, advising the Committee that the first outing of the season is scheduled for the following week and that the SSCC has almost a full outing schedule through the entire golf season.

The next matter addressed by the committee was a status update of the planned construction of the new Maintenance Building project. Discussed as part of this update were: the phasing of the project; due to the increased construction costs in an attempt to bring the project in on budget. The CCMC was informed of the meeting held with Town Administrator Thomas Mayo regarding

breaking the project into two separate bid projects, the first portion of the project to be completed and bid would be the site work. The site work will be bid in June and site work would begin in August to early September. We would then bid the construction of the building in January with an April start date. This would allow for the project to continue and provide time for construction prices to stabilize. It also allows SSCC to ask Annual Town Meeting for additional funding authorization if necessary. The Town Administrator asked the SSCC and the CCMC to meet with the Select Board and inform the Board of these developments.

The ED reviewed the current bowling alley operation and ways to improve bookings and marketing of the bowling alley.

The CCMC also discussed reaching out to our Permit Holders to discuss ways they can help with improvements on the course. It was decided that Jack, Christine and Kevin would meet to develop a plan on how to engage permit holders moving forward.

Upon conclusion of the matters presented by Christine Smith, on motion duly made and seconded, and a unanimous vote of the Committee, the next CCMC meeting date was set for June 21, 2021 at 6:00PM and then, motion duly made and seconded this meeting was then adjourned.

Respectfully submitted,
William Friend
CCMC Secretary