

OFC Board Minutes 2/27/18

Present: Bob Brennan, Tim Glynn, John Ferretti, Teri Freaso, Louise Mercer, Elena Maresca-Robinson, Sue Falvey, Joe Troffa, Stephen DelGiorno, Christopher McKeever, Rob Kent, Dennis Mannarino, Sabine Hoskins.

Absent: Tom Dowd, Jeanne O'Neill, John Grillo, Gerry DiChiara.

Meeting called to order 7:44

Motion made by Tim, second by John Ferretti, to approve the minutes of 1/16/18.
Approved.

Member Manager's Report - herein. We will be continuing our golf membership at Pt Jeff Country Club. Discussion took place in regards to beach bar hours and waitress service. Pavilion committee will further investigate and come up with a plan. A motion was made by Stephen to reimburse a member for a lost coat in OFC credit, not second.

Manager's Report - herein.

Motion made by Louise, second by Teri, to install heat/ac in the upstairs offices for \$10,800, added to capital budget. Approved. Tim asked Dennis to look into heat in bridal suite in conjunction. We will also explore how best to wrap the ac ducts in ballroom. Tim made a motion, second by Teri, to have members voluntarily put a credit card on file for automatic billing and OFC will forgo the 2.5% service charge. The annual dues/cabana fees would be billed in 3 equal installments in Jan/Feb/March. Approved. Tim made a motion, second by Teri, for the finance committee, in keeping with the Board's policy, to have the authority to suspend members privileges for non-payment. Approved.

Tim made a motion, second by John Fondacaro, to install ductless ac system in big bar area for \$6000. Approved.

Tim made a motion, second by John Fondacaro, to approve the members use policy (herein) for G court. Approved.

A discussion ensued about a possible "think tank", whereas a cross section of members would meet monthly to converse about OFC issues and attainable solutions.

Committee Reports

A) House: herein

B) House Beautification: herein

C) Grounds: herein

D) Beach: herein. Conversation took place regarding new system for gates and cost. Steve will research it further and report back to the Board.

E) Pavilion: herein

F) Tennis: herein. Elena asked that info about youth tennis camp be distributed sooner rather than later.

G) Membership: herein.

Motion made by Stephen, second by Tim, to accept resignations of Sue/John Folan, Daniel/Kathy DelGiorno, Danielle/James Dunn. Approved.

Motion made by Stephen, second by Tim, to move Matthew Cappuccio from regular family to regular individual member. Approved.

Motion made by Stephen, second by Tim, to move Brigit/David Capaldi, Mrs & Mr Manolakes, and Karen Easton from regular family to 1 year leave of absence. Approved.

Motion made by Stephen, second by Tim, to accept Tom Pirro/Shannon McCann and Daniel/Jayne Bracciadieta as annual family members, and Matthew Cappuccio and Janine Cappuccio as young adult members. Approved.

Motion made by Stephen, second by Tim, for the club to send a welcome box to all new members at a cost of \$30 per. Approved.

H) Finance: herein. We are in good shape.

I) Social: herein. Elena asked that Board members arrive early for the annual governors ball for pictures.

Tim made a motion, second by John Ferretti, to go into executive session. Approved. (The contents of discussion which took place will be sent to OFC counsel Gerry DiChiara)

Tim made motion to adjourn, second by Teri. Approved. Meeting adjourned 9:24pm.

Respectfully submitted, Christopher McKeever, OFC Secretary

**Old Field Club
Board Meeting Agenda
February 27, 2018**

- 1) Call to order and opening remarks**
- 2) Approval of Minutes –January 16, 2018**
- 3) Manager’s Report – Dennis Mannarino/ Sabine Hoskins**
- 4) Committee Reports**
 - A) House Steve Del Giorno/ John Grillo
 - B) House Beautification /Gardens Louise Mercer
 - C) Grounds Joe Troffa/ John Grillo
 - D) Beach Joe Troffa/Steve Del Giorno
 - E) Pavilion Tim Glynn/ John Fondacaro
 - F) Tennis Sue Falvey/John Ferretti
 - G) Membership Jeanne O’Neil/ Steve Del Giorno
 - H) Finance Robert Kent/Tom Dowd
 - I) Social Teri Freaso/Elena Maresca-Robertson
- 5) New / Old Business**

Board Meeting – February 27, 2018

Member Manager's Report

Club Events / Pavilion:

February 14th – Valentine's Day Dinner (69)

Miscellaneous:

1. Golf – are we going to continue at Port Jeff Country Club?
18 members played – approximately 27-18 hole rounds and 3 – 9 hole rounds. That does not include those who used the driving range.
2. Self Serve Soda at the Pavilion.
3. Do we want to do wait service 7 days a week? Approx. \$5000 in payroll for the 8 week period.
4. New chairs at the pavilion – selling old ones to members (30 sold – 28 remaining).
5. Lost coat – who is responsible?

Future Events:

March 17th – St Patrick's Day

April 1st – Easter Brunch @ the Club

April 7th – “April in Paris” Dance

Next Board Meeting: March 20th, 2018

Board Meeting's 2018

March 20

April 17

May 15

June 19

July 17

August 21

September 18

October 16

November 20

December 18

Right Now: February 27, 2018

- Equipment for the Big Bar approval for catering to spend \$15,000
- A/C for office only \$7,950 A/C and heat \$10,800
- A/C ductless system for big bar area \$6,000
- Need to get someone to wrap the a/c ducts in ballroom
- New Office is put into place, added two work stations
- Vote to have members put a Credit Card on file and we would charge their credit card and forgo the 2.5% service charge
- In the process of renewing our permit for the covered deck
- Food Truck is up for permit renewal, will need inspection
- Chris (head of Food and Beverage) working hard on a new wine and beer list which has been very well received
- Survey of property was done yesterday
- G-Court, see attached for vote
- Monthly think tank meetings with members

2018:

90 Weddings Booked 48 parties booked

2019:

13 Wedding Booked

February 27, 2018

Vote for new policy at G-Court for parties/ rental of space

1 party per day

No parties on Friday and Saturday in season from Memorial Day to Labor Day

Rental fee \$100.00

Maximum guest count 30 persons

Sunday, event must be finished by 3pm

Monday thru Thursday anytime

OLD FIELD CLUB
HOUSE COMMITTEE REPORT
February 27, 2018

Repairs / Maintenances:

- Finished touch up painting inside the club house.
- Repaired roof leak by the kitchen, caused by an old exhaust vent. (not in uses) Needed to re-roof rotted areas and replace with new shingles.
- Order new Exterior door for utility room. (replacing rusted door)
- 3 New windows on order for lagoon room replacing sliding door.
- Removed and replaced quad outlet in kitchen.
- Installed new Crawl Space Fan to help eliminate smell.
- Will purchase additional outdoor storage cage for beer and soda containers. We had someone steal some of our containers. (Cost for cage \$550.00)
- Repaired men's room toilet.
- New fireplace gas logs have been installed in the ballroom.

Stephen DelGiorno – John Grillo
House Committee

House Beautification. The installing of raised paneling and wallpaper has started in the lagoon room.

George did spring cleanup last week. The grasses were cut down and some dead shrubs removed. The winter was not too hard on clubhouse landscaping. Louise

GROUNDS:

1. Drainage around tennis courts is working well.
2. Replaced a lot of rotted posts and bottom rails & re-tied the chain links to top and bottom
3. Inspected and tightened all fences around tennis courts.

BEACH:

1. Permits for relocating high water mark and another "wave break wall" are underway, started pre-cleanup of plastic & straw that washed up over the winter, prepping for "F" Court deck replacement.
2. I got prices for landscaping the front beach entrance which includes: taking down some of the rotting gray wood walls & using medium size rocks to follow the the existing wall line instead, adding 60 floral plants and grasses in a variety of pleasing colors, repainting & capping the posts to the OFC entrance sign at a cost less than \$5,000.
3. We should discuss this year's Locker and Cabana Relo and Waiting Lists.

Regards,
Joe Troffa

Pavillion report
February, 2018

1. The first day at the beach will be Saturday May 5th 2018-
Kentucky Derby party
2. New Ice cream parlor on back deck behind seahorse grill
3. Self Serve Soda station

John V. Fondacaro

TENNIS FEB. 2018

1. *SEBASTIAN SIGNED HIS 1- YEAR CONTRACT AND IS ANXIOUSLY AWAITING NEW SEASON.*
2. *WORK ON CHAIN LINK FENCES AROUND THE COURTS HAS BEEN COMPLETED.*
3. *NEW IRRIGATION SYSTEM INSTALLATION SCHEDULED FOR END OF MARCH.*
4. *13 NEW TENNIS PARTICIPANTS INVITED SO FAR FOR THIS SEASON.*

SUE FALVEY & JOHN FERRETTI

**OLD FIELD CLUB MEMBERSHIP
COMMITTEE REPORT
February 27, 2018**

I. Membership Changes

- A. **Resignations:** *Susan and John Folan as Social Members
Daniel and Kathy DelGiorno as Annual Family Members
Danielle & James Dunn as Annual Family Members.*
Motion: *To grant resignation for Susan and John Folan Social
Membership, Daniel and Kathy DelGiorno Annual Family
Membership and Danielle & James Dunn Annual Family
Membership.*
- B. **Changes in Class:** *Move Matthew Cappuccio from Regular family
members to Regular Individual member.
Move Brigit and David Capaldi from Annual family members to
Leave of Absence.
Move Mrs. & Mr. Manolakes from Annual family members to
Leave of Absence.
Move Karen Easton from Regular family members to Leave of
Absence*
Motion: *To grant Matthew Cappuccio from Regular family
members to Regular Individual.
To grant Brigit and David Capaldi from Annual family members
to 1-year Leave of Absence.
To grant Mrs. & Mr. Manolakes from Annual family members to
1-year Leave of Absence.
To grant Karen Easton from Regular family members to 1-year
Leave of Absence*
- C. **New Memberships:** *Tom Pirro and Shannon McCann as Annual
Family Members, Daniel and Jayne Bracciadieta as Annual
Family Members, Matthew Cappuccio as Young Adult Member
and Janine Cappuccio as Young Adult Member.*
Motion: *To grant Tom Pirro and Shannon McCann as Annual
Family Members, Daniel and Jayne Bracciadieta as Annual
Family Members, Matthew Cappuccio as Young Adult Members
and Janine Cappuccio as Young Adult Members.*
- D. **New Business:** *Discuss sending a welcome box to all new
members. This would include OFC glasses with calendar and
decorative box. Total cost per welcome box \$30.00*
*Calendar \$ 5.60
Glasses \$ 2.00 x 2 for families 1 for Individuals
Box \$ 7.50*

Packing \$ 5.10
 Shipping \$ 7.80
 Total \$30.00

Motion: *To purchase and send welcome box to all new members.*

II. Composition of Membership:	Present:	If motions pass:
1. Regular Family (Class 1)	60	58
2. Regular Individual (Class 3)	12	13
3. Senior Family (Class 11)-no minimum	2	2
4. Senior Individual (Class 12)-no minimum	4	4
5. Senior Individual (Class 13)	19	19
6. Senior Family with Minimum (Class 16)	52	52
7. Leave of Absence (Voting) (Class 8)	<u>1</u>	<u>2</u>
TOTAL Regular Voting Members	150	150

III. Other Members (Non-Voting)

1. Annual Family (Class 6)	40	38
2. Annual Individual (Class 7)	5	5
3. Social (Class 5)	3	2
4. Young Adult Membership (Class 14)	1	3
5. Young Adult Family Membership (Class 15)	18	18
6. Leave of Absence (Non-Voting) (Class 9)	1	3
7. Honorary Lifetime (Class 65)	<u>1</u>	<u>1</u>
TOTAL Other Members	69	70

**Old Field Club Waiting List
 February 27, 2018**

Waiting List:

1. Bart Stein and Katya Potkin	Complete
2. John and Joanne Angstadts	Complete
3. James and Mary Claire Astarita	Complete
4. Ronald and Kathleen Keenan	Complete
5. Robert and Jeanne Fitchett	Complete
6. Jill Bergson and Timothy Pal	Complete
7. Amin and Jonelle Hernandez	Complete
8. Robert and Maryanne Reinhardt	Complete
9. Robert Sitar and Gina Lodato	Complete
10. Joseph and Megan Morrison	Complete
11. Robert and Christin O'Keefe	Complete *

Jeanne Sugrue O'Neil - Stephen DelGiorno
 Membership Committee

Old Field Club, Inc. & Old Field Club Beach & Tennis, LLC

Balance Sheet

January 31, 2018

	<u>January 31, 2018</u>	<u>January 31, 2017</u>
ASSETS		
Current Assets		
Cash		
Chase - B&T	\$ 32,136.23	\$ 6,185.38
Chase - MMA	227,115.06	-
Chase - OFC	196,508.24	-
People's United (SCNB) - Money Market	(4.39)	209,019.28
People's United (SCNB) - OFC Inc.	3,109.85	155,045.69
People's United (SCNB) - LLC	7,570.42	33,317.14
Gold Coast Bank-Reg.cking#441 - OFC Inc.	-	6,707.11
Gold Coast Bond Checking#433 - OFC Inc.	227,819.16	26,483.93
Petty Cash	289.31	208.97
Undeposited Funds	8,015.20	17,240.55
Total Cash	<u>702,559.08</u>	<u>454,208.05</u>
Accounts Receivable		
1 Accounts Receivable/Members - OFC Inc.	462,193.36	423,982.61
2 A/R Outside Functions - LLC	12,822.20	6,199.82
Total Accounts Receivable	<u>475,015.56</u>	<u>430,182.43</u>
Other Current Assets		
Due from Employee	1,800.00	-
Inventory		
Bar Inventory	88,140.68	75,819.21
Food Inventory	13,753.08	14,405.88
Pavilion Beverage Inventory	-	5,234.88
Pavilion Food Inventory	-	-
Beach Clickers	288.37	106.24
Tennis Clothing Inventory	2,210.90	-
Total Inventory	<u>104,393.03</u>	<u>95,566.21</u>
Prepaid Insurance		
Prepaid Prop & Liab	15,826.48	22,564.57
Prepaid Workers Comp - OFC Inc.	5,872.80	5,574.44
Prepaid Workers Comp - LLC	7,992.63	10,898.20
Total Prepaid Insurance	<u>29,691.91</u>	<u>39,037.21</u>
Prepaid Real Estate Tax	33,297.22	32,128.93
Prepaid Federal Tax	-	1,800.00
Prepaid General Manager Incentive	-	25,000.00
Total Other Current Assets	<u>169,182.16</u>	<u>193,532.35</u>
Total Current Assets	<u>1,346,756.80</u>	<u>1,077,922.83</u>
Fixed Assets		
Clubhouse Building Improvements	1,251,827.28	1,198,339.13
Clubhouse Land Improvements	337,056.89	337,056.89
Clubhouse Furniture Fixtures & Equipment	273,545.97	225,186.27
Kitchen Furniture Fixtures & Equipment	201,818.63	172,145.64
Beach Furniture Fixtures & Equipment	369,291.42	343,397.41
Capital Improvements	26,572.54	24,762.09
Tennis	199,560.36	185,919.93
Land	43,000.00	43,000.00
Vehicles	31,634.31	31,634.31
Accumulated Depreciation	(1,775,747.14)	(1,632,343.72)
Total Fixed Assets	<u>958,560.26</u>	<u>929,097.95</u>
TOTAL ASSETS	<u>\$ 2,305,317.06</u>	<u>\$ 2,007,020.78</u>

Old Field Club, Inc. & Old Field Club Beach & Tennis, LLC
Balance Sheet
January 31, 2018

	January 31, 2018	January 31, 2017
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	\$ 46,494.25	\$ 32,688.86
Total Accounts Payable	46,494.25	32,688.86
Other Current Liabilities		
Accrued Expenses	11,188.17	13,207.03
Accrued Catering Consultant Incentive and Bonus Pay	-	-
Accrued Federal Income Tax	13,958.00	-
Accrued NYS Income Tax	3,185.00	-
Accrued MTA Surcharge Tax	674.00	-
Loan from Member - LLC	100.00	100.00
Deferred revenue - Cabana Rental Income	172,272.00	172,352.25
Deferred revenue - Beach Locker Rental Income	8,608.00	6,825.00
Deferred revenue - Beach Clicker Income	-	270.00
Deferred revenue-dues		
Dues Discount	(39,779.82)	(35,352.55)
Deferred revenue - Dues	572,664.24	542,581.45
Total Deferred revenue-dues	532,884.42	507,228.90
Deposits - Future Functions - LLC	363,462.61	320,835.26
Sales Tax Payable	33,975.57	39,719.06
Total Other Current Liabilities	1,140,307.77	1,060,537.50
Total Current Liabilities	1,186,802.02	1,093,226.36
Long Term Liabilities		
Member Bond Payable	104,700.00	119,500.00
Total Long Term Liabilities	104,700.00	119,500.00
Total Liabilities	1,291,502.02	1,212,726.36
Equity		
Retained Earnings	1,134,381.12	885,867.99
Paid in Capital	9,750.00	9,750.00
Net Income	(130,316.08)	(101,323.57)
Total Equity	1,013,815.04	794,294.42
TOTAL LIABILITIES & EQUITY	\$ 2,305,317.06	\$ 2,007,020.78

OLD FIELD CLUB
2018 Social – February Report

VALENTINE'S DAY – Wednesday February 14th 5:30 Seating & 7:00 Seating

- Nicely attended – 69 people
- Eileen – heart napkins
- Each lady went home with a single rose in a bud vase

MOTHER'S DAY – Sunday May 13th 11:00 – 2:00

- Buffet brunch
- Reserved table seating
- Simple floral centerpiece

GOVERNOR'S BALL – Saturday May 19th 7:00 – 10:00

- Black Tie Optional
- Board members – formal attire please
- Please let me know who will be attending for corsage and boutonniere ordering
- Formal reception line – line in a different place this year
- One Step Ahead live band – under contract
- Décor – Lighted tables and lounge furniture – under contract
- Coordinated with Chris regarding a fun menu
- As always a few fun surprises planned!!

-ELMR

ST. PATRICK'S DAY-Saturday March 17th 7:00-10:00

Irish Step Dancers-We have rented a dance floor 8:00

D.J.

Buffet Dinner

1

EASTER BRUNCH-Sunday April 1st. 11:00-2:00

Buffet

Children's Easter egg hunt

APRIL IN PARIS - Saturday April 7th. 7:00-

Semi-Formal Spring Dance

D.J.

Gaming Tables. \$70.00 per person

Sent from my iPad