

The Legacy Board of Governors
Island Club
Meeting Minutes for January 25, 2024

1) Acting president Dave Hauger called the meeting to order at 2:00 PM. Board Members in attendance were: David Hauger, Anthony Gemma, Anthony Giordano, Marianne Greisofe, Pat Spooner, Kim McConkey, Lydia Anderson, Jeff Atkins, Rich Harvie. Adam Horvit attended for the CGM discussion portion of the meeting.

2) No prior minutes were reviewed.

3) CGM

Status

D. Hauger's understanding of the current status is that the Steve Graves portion of the Deliverables would be complete at this point, but that the Nurnee Social Media work has not yet been completed. With that assumption, it is possible that there is no longer a need for any Membership data to be in the hands of CGM. Pat Spooner provided Attorney Smith's feedback and proposed draft letter for CGM in an email, which would address previously discussed concerns about the Data that was shared, and the Work Product CGM will provide at the conclusion of the engagement.

Discussion

Concerns remain that CGM will not favorably receive feedback about Member Data issues and the controversial topic of Ownership of Work Product. Members of the Board do not want CGM to attempt to cancel this engagement prior to its completion of either end-date or Deliverables promised. Action: A. Horvit will provide the Board with the full accounting of what has been paid to CGM to date.

We need to determine whether CGM needs Member data for any remaining Deliverables, either from CGM or Nurnee. Action: A. Horvit will reach out to Steve Graves at CGM to get that answer and report back to the Board.

Regardless whether the Data will still be in use, or whether we will ask CGM to destroy that data, it was clear that the Board Members felt it appropriate to send Attorney Smith's draft letter, with one exception. After some discussion, the Board feels the level of commitment to the handling, use, protection and destruction of Data should be elevated to a "Best Efforts" basis vs. "reasonable" basis. In addition, it was recommended that her language of permanent deletion of the Data should be upgraded to "destruction" as that has a higher standard. Action: P. Spooner will communicate that to Attorney Smith.

The Board is not clear what the Social Media portion of the Deliverables consists of. Action: A. Horvit will review documentation he may have received, and/or reach out to Nurnee to get that information, and provide it to the Board.

Questions remain regarding Lead Generation vs. Lead Handling, and which parties are responsible for each. Realistically, both parties may generate Leads. It is unclear how to manage our leads along with CGM leads in a single channel. Once the Membership Chair is in place, this action item will be owned by them, and a designee from the GM's Staff. Action: A. Horvit will confirm with CGM what role they play in creating and managing Leads, and will assign a Staff person to help the Membership Chair.

Membership "Opt Out" provisions will not be added to the current Data issue, and will rather be managed as an issue that will be covered by the creation of a Privacy Policy for the Club as a whole. If it is determined that the Data is still needed for use by CGM, this point may have to be revisited.

Action: P. Spooner will work with Attorney Smith to provide a draft Policy that we would consider for use.

Adam Horvit reported a current Lead list of 32 that he is currently working. These will be considered as "in pipeline" Leads and are currently being offered existing Membership categories. Once a new Program would be implemented, Leads would be offered that new program.

Many questions and issues still remain around the CGM proposed categories, including but not limited to: Changes in Initiation Fees, Trail Fees, Cart Fees, Food and Beverage Minimums, Social vs. Sports, new Individual Memberships, conflict with current By-Laws, Competitor Club offerings, Implementation of monthly payments, Preview options, Incentives, Naming Conventions, impact from PGA POA Agreement, use of Club Name, etc. Action: A. Horvit and D. Smith will reach out to Steve Graves to try to get an understanding of what we may be able to tweak with what Deliverables he has provided. In addition, the Board will schedule a follow-on meeting to review any updates to questions, and to try to finalize a Program that will fit within our current guardrails of the By-Laws.

7) Sweeper/ Vacuum discussion

This was an unbudgeted item that, including the blower that it needs, will cost about \$60,000, if purchase new. Although everyone agreed that we could use it, the cost is prohibitive. Per Adam, Superintendent Chris Gast said that he does not need it now, but it should be on the short list for the future. Adam will look into the price for a used one as well as a rental for 3 months (due to upcoming key events in late spring and summer).

8) Other New Business:

Pat mentioned that we have a bill for \$50,000 to keep us in line for the irrigation improvements and \$120,000 for the pump station downpayment. While no decisions are imminent for either, decisions will be required for the Irrigation deposit within 2 months, and the Pump Station in 4-6 months.

Delinquent Accounts for existing members were discussed by Adam. Additional information was requested about outstanding Receivables for those that are no longer Members. Action: Adam will provide the Board with further information. In addition, Adam will proceed with procedures as defined by Policy for Delinquent Accounts.

4) Election of Board of Governors Executive Officers

Lydia Anderson was elected President.

Jeff Atkins was elected Vice President.

Kim McConkey was elected Treasurer by acclamation.

Rich Harvie was elected Secretary by acclamation.

5) Assignment of standing committee chairpersons as appointed by the President, per the By-Laws.

Finance Committee: Kim McConkey, chair; Tony Gemma, Assistant Treasurer

NOTE: Tony Gemma wished to only serve in this position during a Transition period, whose timeframe would be defined between Kim and Tony.

Membership: Jeff Atkins

House and Entertainment: Marianne Greisofe

Golf Committee: Tony Giordano

Greens and Grounds: Pat Spooner, Chair, Rich Harvie, Vice Chair

Tennis: Dave Hauger

Legal and By-laws: Pat Spooner

The following Ad Hoc Committees were created and Chairs assigned:

Controls and Compliance: Tony Gemma, Dave Hauger, Vice Chair

Human Resources: Marianne Greisofe

Long Rang Planning: Dave Hauger

Communications: Rich Harvie

6) Inter-board Communications

Meeting Protocols were discussed for Board and Exec Board meetings. It was decided that Monday evenings would be the first choice time for full and Exec Board meetings. Tuesday mornings would be the second choice in case any additional meeting times were needed. The first Exec Board meeting would be held on 1/29 and the first full Board Meeting will take place on 2/5. Meeting locations, unless otherwise announced, will be at the Sims Club (Monday evening Meetings). Tuesday meeting locations will be TBD.

The legacygolfandtennis.com emails will be used to conduct all Board business. Personal emails should NOT be used. All members should work with the Office to resolve any outstanding connection issues if unresolved.

Email Response time expectations were discussed, and for non-emergency or rush items, a 24-hour turnaround for responses between Board members is reasonable and agreed upon.

A Document Repository had been created in SharePoint, and all Members need to start to use that for all communications, Club agreements, Minutes, etc. D. Hauger will ensure that all Board members are provided access. Training might be required, and standard naming conventions should be developed, for the use of SharePoint. An Operational SharePoint also needs to be created so that all Operational documentation can be managed and stored, in support of the GM and Club Departments. Specific Action items and assignments were not assigned at this time. Discussion is deferred to a future Board meeting.

As part of the Communications Ad Hoc Committee, standards will be developed to manage information publication to Sharepoint, Member emails, Newsletters, Websites, etc. Once developed, the Inter-Board communication policies will be made official beyond agreements developed in this meeting. For example, official Board emails will likely need a standard information disclaimer. Once developed, that will be distributed to the Board for use.

Standard components were defined for Board Meeting Agendas. They include:

- Review/Approval of Minutes

- Treasurer/Finance Report

- GM Reports (and Department reports as warranted)

- Committee Reports

- Specific Topics for Discussion/Approvals (Old Business)

- New Business

A motion was made to adjourn at 5PM. It was seconded and passed unanimously.

Respectfully Submitted,
Rich Harvie