

**Clubs Advisory Committee Meeting**  
**Ocean Pines Board Room-Administration Building**  
**May 20, 2010**  
**Draft Minutes**

**The Clubs Advisory Committee Meeting was opened at 4:07pm**

**Present:** Yale Marcus, Sandy Reifsnnyder, Pat Beisler, Mary Ann Whitcomb, Diane Baker Ellen Spataro, Bill Wentworth, Jim Yates, Audrey Wahl, Carol Ludwig, Board Liaison John McLaughlin

**Absent:**

**Guest :**

**Food & Beverage Service Management:** Joe Reinhart

**WELCOME:** Bill Wentworth welcomed all and introduced the newest committee member, Mary Ann Whitcomb.

- **PUBLIC COMMENTS:** None
- **MINUTES OF 4/15/10 MEETING** – Approved.

**Old Business:**

1. Bill addressed feedback on issues discussed at previous meetings regarding the methods of Board of Director receipt of CAC recommendations; and that minutes and recommendations will be sent to each director separately; that Clubs Committee and Joe R. should be involved in the 10 Plan Task Force; the Board Liaison should relay recommendations from this committee.

**Report from Food & Beverage Service Management**

1. All equipment will be steam cleaned and Kerry will coordinate the move to the Country Club.
2. In June, EcoLab will replace old dishwashing unit with a new leased unit. \$100 mo. vs \$14,000 new purchase
3. The Keno idea was not pursued with the Board of Directors.
4. There was a question about bookings in the new time frame projected for YC upgrade. Joe says that during the summer, it is normal Holiday activities.
5. There was a discussion of the menu and bar items are available all of the time. Sliders have been added at Tern Grille. Chef Suplee designed a new menu. There was a suggestion to add a starch to entree menu and vegetable of the day
6. There are plans for cross marketing for all amenities, like Twilight golfers would get a flyer with suggestions to visit the Yacht Club.
7. The training program for customer service is in place.

**Recommendations**

**The following was sent to the Board Of Directors on May 20, 2010**

**To:** Ocean Pines Board of Directors  
**From:** Clubs Advisory Committee (CAC)  
**Subject:** Recommendation to the Ten Year Plan Task Force regarding the Yacht Club

**Recommendation:**

**Based on the information provided at the May 18, 2010 Special Board Meeting that focused on the 10 year master plan for the Ocean Pines Yacht Club, the Clubs Advisory Committee recommends building a new structure to replace the existing Ocean Pines Yacht Club.**

This recommendation is based on the Committee's belief that it is prudent to spend \$2,493,395.00 on a new building rather than rehabilitating the existing Yacht Club at the proposed cost of \$2,174,924.00. The \$318,471.00 difference between the cost of a new building and rehabilitating the old one is too small to chance the unexpected contingencies that often occur when renovating an old structure. There are more practical benefits to be obtained with a totally new and ecologically efficient structure. A third option would be to maintain the existing structure.

The CAC is aware that because of the amount of money contained in the first two proposals there will be a need for a referendum vote. If the referendum is defeated the CAC recommends that the Yacht Club Building should undergo complete maintenance. It will be necessary to develop a maintenance plan and provide funding for ongoing maintenance to avoid future potential problem areas. Minimal maintenance must focus on safety, efficiency and be cost effective. All future improvements or additions to the existing structure must be to current Codes and be American Disabilities Act (ADA) compliant

The canopy design for the front of the Yacht Club building (already approved in 2010 budget) may need to be altered to be ADA compliant. Safety factors should also be considered. The canopy will need to be large enough to accommodate fire department apparatus.

The following suggestions should **be priced out** so that they may be considered as a third choice to enable cost comparisons with the **Rebuild** or **Rehab** proposals.

**Recommended Minimal Maintenance Issues to be addressed as a third proposal choice:**

1. Deteriorating foundation, joists and pilings
2. Water drainage as causative factor in deterioration of foundation, joists, pilings and decks
3. Unsafe decking to be replaced.
  - a. Low maintenance material such as 'Azek' is suggested.
4. Failing heating and cooling (HVAC) systems
  - a. 2 zones suggested
5. Lack of Insulation throughout
6. First floor kitchen and restrooms have sagging floors and plumbing issues
  - a. concrete /tiled flooring suggested
  - b. new plumbing suggested
7. Plumbing throughout the building needs updating
8. Failing, unsafe electrical wiring
9. Painting and refreshing facility

**New Business**

1. There was a discussion about out-sourcing Golf. Billy Casper and Kempe are also interested taking F & B operations. Bill W. suggested that if an out-sourcing agency is

considered for F&B services there would have to be consideration of what they would need in the way of facility changes and renovations, and whether the deal would include rent and utility payment.

2. Renovations at \$900,000 would not need to go to referendum. A smaller new building might not need referendum.
3. The CAC prepared a list of minimal needs of improvement needed at the YC. John McL. commented that outsourcing comes with relinquishing the responsibility of decisions. Yale commented that no income versus millions on new facility needs to be considered and this should go back to the Board and 10 year Task Force as they have all the information. Pat commented that no matter what decision on outsourcing, something must be done for the physical structure.
4. The financial report was reviewed and Joe controlled costs well. Totals for Clubs for fiscal year 2010 show + \$19, 489.
5. The goal is to improve all income and there should be some change as more golf rounds have been played with more food and drink.
6. At present, sales are down. The CAC is the eyes and ears of the community, so who should responsibility is it to ask question why sales are down.
7. The CAC recommends consistency of food and level of service, that the location is considered private; the population of winter and school age residents in regards to offering \$20 per person dinners; Expand the market through advertising; Check past surveys regarding what people want; Should CAC establish a new identity and not think about past history; analyze costs regarding tips, salaries, food choices.

Next Meeting is scheduled for June 24, 2010 (re-scheduled from June 17)—  
4:00pm at the Yacht Club  
Meeting adjourned at 5:15pm.

Thanks to Audrey Wahl for taking these minutes (due to the tardiness of Carol Ludwig)

Respectfully submitted by  
Carol Ludwig, Secretary