



Free State Seniors Golf Association

Minutes of the Meeting of the Board of Directors

November 14, 2019

The Free State Seniors Golf Association Board of Directors met on November 14, 2019, at Rolling Road Country Club. President Gary Manion called the meeting to order at 10:29 a.m. with board members Bill Stricker, Jim Horn, Jim Foster, Gary Kramer, Tom Kline, Bill Parks, Mike Kurylo, Tony Errera, Bruce Cowan, John Blouse, Charlie Mergler, and Mike Myirski present. Web Master Ed Baur was not able to attend. A motion made by Jim Horn to approve the minutes, as amended, from the October 17, 2019 meeting, was seconded by Gary Kramer and approved unanimously.

Treasurer's Report – Gary Manion

Prior to the meeting Gary provided spread sheets (Attachment 1).

Income Statement (Comparison of Current Year Actual (FY19) results to Prior Year Actual results (FY18), for the entire fiscal years) – Page 1 of 4

- The organization's Fiscal Year (FY) 2019 actual bottom line Loss is \$245. This loss represents a \$3,062 unfavorable variance when compared to the 2,817 Profit generated in FY18, primarily due to a one-time \$2,743 extraordinary item categorized as Other Income in FY 2018. This year-over-year unfavorable bottom line variance is primarily composed of four favorable variances offset by two unfavorable variances. The favorable variances are: Tournaments Gross Profit (\$1,502), Administrative Expenses (\$643), Potomac Challenge net expenses (\$254) and Board Meeting expenses (\$199). Unfortunately Membership Fees were \$2,795 less than last year due to our FY 2019 membership being 48 members (20%) less than the previous FY. The other major unfavorable variance is associated with the one-time \$2,743 of extraordinary revenue we generated in FY 2018.

Income Statement (Comparison of Current Year (FY19) Actual Results to Current Year (FY19) Budget – Page 1 of 4

- This year's actual bottom line Loss of \$245 represents a \$1,296 unfavorable bottom line budget variance. This unfavorable budget variance is due to the current paid membership being 22% (\$3,185 or 53 members) lower than the FY 2019 Budget, offset by \$1,889 of other favorable net budget variances, including \$910 of Tournaments Gross Profit, \$629 of Administrative Expenses and a \$306 favorable Board Meetings variance.
 - Balance Sheet - Page 2 of 4
 - Although the organization's Net Equity since the end of last year (FY 2018) is slightly lower as a result of its \$245 Income Statement bottom line Loss generated in FY 2019, the organization continues to maintain a very solid/strong balance sheet. Some of the more salient Balance Sheet items are as follows:
 - Cash and Investments:
 - With Cash and Investments totaling \$21,454 as of October 31, 2019 and average daily expenses (exclusive of tournament fees) approximating \$40 per calendar day, the number of calendar days of Cash on Hand equates to 533 days or 1.46 calendar years.
 - Net Equity or Fund Balance:
 - The organization has a \$21,687 Net Equity or Fund Balance as of October 31, 2019. This balance represents the accumulation of 49 years of financial operations.

Summary

In summary and after twelve months of operations, the Free State Seniors Golf Association of Maryland had a \$242 bottom line Loss in FY 2019. Although this Loss is \$1,295 greater than budget, the organization was able to substantially reduce the \$3,185 unfavorable membership revenue variance by appropriately managing other aspects of the organization's income statement and balance sheet in order to achieve this \$242 immaterial bottom line Loss.

A motion made by Mike Myirski to approve the Treasurer's Report, was seconded by Jim Horn and approved unanimously.

Executive Secretary's Report – Bill Stricker

Bill reported that the tournament at Turf Valley was successful. The turnout was lower than expected but acceptable considering it was reschedule.

Bill is constructing the schedule for 2020 and it is almost complete. Five of the seven months are set. The schedule at this time is as follows:

- April 27 – Maryland Golf and Country Club
- May 18 – Montgomery Country Club
- June – Not confirmed
- July 27 – University of Maryland
- August 24 – Hanover Country Club
- September – Not confirmed
- October 19 – Country Club at Woodmore

Bill has approached Bulle Rock, and Cannon Club (formerly Old South). He will also contact Musket Ridge.

In the next few months Bill and Jim will work together to form committees and send them out to board members.

Bill is working to fill the open board positions.

Bill started a discussion of what formats to offer. Some were in favor of having more two-man events. It was pointed out that the four-man events bring in more participants. There was a consensus to remove the individual event.

A motion was proposed by Bill Stricker to have 4 two-man events and 3 two-man events and was seconded by Jim Horn. The motion was passed 11 to 1. A second motion was made by Mike Kurylo to override the previous motion and have 5 two-man events and 2 four-man events, and was seconded by Mike Myirski. The motion vote was tied. President Gary Manion broke the tie with a vote to approve the motion. Final result is we will have 5 two-man events and 2 four-man events for 2020.

Golf Committee – Jim Horn

There was no report from Jim Horn. Gary Kramer reported that the Player of the Year award was won by Chuck Chokshi. Gary Kramer introduced the point that we be diluting the "Player of the Year" award by allowing the all members of a team (2 or 4 man) to receive all 250 points. 100 of the total of 177 members who played in tournament played in 3 tournaments or less. Gary is on the board next year and will continue to handle the "Player of the Year" statistics. After next year, Gary could still manage the program as an ad-hoc board member or pass it on to someone else if so desired by the board.

Wally Engle Committee – Jim Horn

No Report.

Planning Committee – Jim Foster

Jim reminded the board that the committee is still in planning stages for the 50th Anniversary Celebration. The committee would recommend a “safe the date” by April and establish a venue. The committee also recommended the poker chip ball markers as a keepsake for the anniversary. A sub-committee to handle the 50th Anniversary was suggested with Jim Foster chairing that committee.

Nominating Committee – Mike Kurylo

Mike Kurylo reported that the person we had identified as our candidate to fill the vacant board position declined. Bill Stricker will look at some of our present members, with a concentration on clubs with moderate to large memberships to seek a candidate. A recommendation will be made at the March, 2020.

Membership and Publicity Committee – Tony Errera

Tony commented that with 177 of 192 total members having participated in at least one tournament, it seems that the members that we lost were those who did not play. He added that he did not anticipate a further major loss of members. We will experience the natural attrition of members due to relocation, physical limitations, etc. Tony was optimistic that the new alignment of competition formats will offer new opportunities to invite new members. President Gary Manion emphasized the need to continue to recruit new members to replace those we lose to natural attrition.

Distinguished Seniors Committee - Tom Kline

No Distinguished Senior candidate was identified for recognition.

Audit Committee – Bruce Cowan

The Audit Committee completed the audit process on October 30, 2019, at a meeting at Norbeck Country Club. Bruce Cowan review the actions of that meeting and provided a report to the board. The meeting produced three recommendations: (1) The Assistant Treasurer should have access to Quicken software and once a month the Treasurer will update and transfer information to the Assistant Treasurer; (2) Reimbursement to the Executive Secretary over budget should line item Board approval; (3) The Assistant Treasurer should be part of the Audit Committee as a staff member.

An additional part of the report included **Enhanced Internal Financial Control Policy #1** created by Treasurer Gary Manion after discussions as part of the audit. After its presentation, board members felt the policy statement should be part of the Bylaws. Bruce motioned that the FSSGA Bylaws be modified to include an appendix and that the **Enhanced Internal Financial Control Policy #1** should become the first entry in the appendix. Bill Parks seconded the motion and it was approved unanimously.

Web Master – Ed Baur (not in attendance)

Old Business

Mike Kurylo wanted to return to the “Player of the Year” discussion. Gary Kramer reiterated that he would continue as the lead in handling the “Player of the Year.” As he rotates off the board in 2021, he would, if the board so desired, continue as an ad-hoc member to administrate the program.

New Business

Gary Kramer that Free State might want to provide a rain date with each tournament. Bill Stricker let board members know that it would be difficult to do with the clubs we seek to schedule. Bill’s priority after a cancelation is to reschedule as soon as possible so as not to interfere with the next month’s scheduled tournament.

Bill Stricker reported that when we postponed the tournament at Turf Valley, we had eight people who could not play on the rescheduled date and had sent checks. Bill gave those members the options of putting the money toward 2020 membership, sending them reimbursement, or destroying their check. The eight opted to use the money toward 2020 membership.

A motion made Bruce Cowan to adjourn the meeting, was seconded by John Blouse, and approved unanimously. The meeting was adjourned at 11:35 am.

The next meeting will be in March, 2020.