

MINUTES
July 13, 2016 MEETING,
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (CCMC),
HELD AT THE SOUTH SHORE COUNTRY CLUB (SSCC).

Members Present: Jack Bailey, Paul Casey, Rod Gaskell, Scott Peterson and William Friend.

Others Attending: James McGrail, SSCC's Director of Operations and Thomas Belyea, Hingham's Advisory Committee liaison to the CCMC, were both present for the entire meeting.

The Chairman called the meeting to order, at 9:10 AM. The members in attendance constituted a quorum. A quorum remained present throughout the meeting.

As the first order of business, the Committee reviewed, corrected and unanimously approved the minutes of the June 17, 2016, CCMC meeting, instructing the Secretary/Clerk to make any other necessary modifications he deems necessary and appropriate, before forwarding the approved minutes to the Town for posting.

Following the approval of the prior meeting minutes, Jay McGrail updated the Committee on the most recent report received from Apex Engineering regarding the ongoing crack monitoring program for the SSCC's swimming pool structure. The report presented states that "there was no noticeable movement in the crack monitors, therefore this office (Apex Engineering) sees no reason why the pool cannot remain open". Jay McGrail assured the Committee that the monitoring by Apex Engineering will be done monthly, pursuant to the agreement requested by the Committee, and that he will have another update for the Committee in August. At this time, the Committee examined the pool building structure and the crack monitors and then returned to the meeting room.

Jay McGrail then presented a financial report, reviewing revenues and expenses for the month of June and the preliminary year-end results (a report on final expenses for the year has not yet been completed by the Town Accountant). As part of this review, Jay explained that, while revenues in June were very good, because of the planned loss of revenue attributable to the revised swimming pool agreement with the YMCA and the weather difficulties in April, the year-end results were short of expectations and a reserve-fund transfer was required. He reminded the Committee that this reserve-fund transfer was discussed with the Town Accountant, Town Administrator, Town Advisory Committee and Board of Selectmen in meetings that took place in late June and that he was taking steps to make sure a similar short fall does not occur in the current fiscal year, which began July 1, 2016.

Upon conclusion of the discussion of the year-end financials, Jay McGrail informed the Committee of one of the first the steps he was taking to improve the SSCC's financial performance going forward. He then presented his plan reduce the payroll expenses in the SSCC's Pro Shop. Included in the proposal presented by Jay McGrail was a realignment of duties and a revised payroll structure. Jay further advised the Committee that he expected that the changes presented would reduce payroll without disrupting the services performed by the Pro Shop staff. After a discussion of the proposal, the committee thanked Jay McGrail and agreed that he should proceed with implementation of the plan.

Thereafter, on motion duly made and seconded, the Committee voted unanimously to adjourn the meeting.

Respectfully submitted,
By William K. Friend
Chairman and Secretary