

# ***FOOD AND BEVERAGE COMMITTEE***

***MAY 3, 2018***

**Members in Attendance:** Marty Neilson, Bernie Kowalski, Ricki O’Keeffe, Bill Carpenter, Kim Berk, Bob Carlson, Bud Jossen

**Telephonic Attendance:** N/A

**Absent members:** N/A

**Board Liaison:** Bill Greer

**Management:** Brian Shaw

**Guests:** Marshall Reichert, Kieran Murphy, Josh Blackburn, Andy Warren, Chris Gruebele, Mandy Ketner, Adriana Fimbres, Ryan Blair, Dave Mattson, Sue Schwartz

**Call to Order:** Chair, Marty Neilson called the meeting to order at 9:01 a.m.

**Approval of Minutes:** Marty called for a motion to approve the Minutes of the April 4, 2018 meeting. Bernie moved to approve the Minutes, Bob seconded it and the motion was approved by all members.

**Introduction of Committee, Guests & Board Liaison:** All attendees introduced themselves.

**Financial Report:** Bill gave the March 31, 2018 Financial Report:

1. Overall CWPV operated approximately \$7,000 behind last year’s actuals and approximately \$3,000 ahead of budget.
2. CW operated approximately \$8,000 ahead of last year’s actuals and approximately \$1,000 ahead of budget.
3. PV operated approximately \$15,000 behind last year’s actuals and approximately \$2,000 ahead of budget.

Bill also created a three (3) year CWPV revenue comparison chart which shows a significant uptick in venue revenue this year over last year. Bob commented that it was great that more homeowners are using our facilities.

**Board Liaison Report:** Bill Greer, Board Liaison, updated the committee on the Board’s actions and/or approval of the following items: Steve Nolan held another “Coffee with the General Manager” on 04/25/18 featuring Recreation; Jamie Chavez-Bazan was named Employee of the Month; approved the purchase of 2018 EZ GO electric golf cart that was supplemented by the SLWA with a \$6,000 donation; approved replacement of HVAC unit for CW; approved Diana Hedges to Safety, Security & Access and Max Brittingham to Audit & Finance. Richard Hawkes of Facilities & Grounds presented a seven (7) project packet to the Board for consideration and two (2) insurance inspections were made of our maintenance facilities and clubs and both were rated excellent. Also, there were thirty-seven (37) homes sold in March, totaling seventy-six (76) home sales YTD, creating HOA revenues of \$103,968.

**HOA Management Reports:** Brain Shaw had no comments

**Club Management Reports:**

1. **COTTONWOOD/PALO VERDE:** Marshall Reichert reported the following:

**Short/Long Term Goals:** Bar furniture for PV goes to the Board this month, the Saguaro Room chairs go to the Board in June, along with the CW portable bar. Research is under way to make the Saguaro Room kitchen self efficient. Additionally, alternative games are still being researched for CW Monday nights; CW restrooms remodel will be done during the summer months, and several issues are being addressed by Dick Gothier (Patrol) and Jim Miller (Maintenance) re food problems at the CW pools.

**Venue Performance:** Revenue is up \$92,000 for CWPV combined or nine (9%) percent above last year. Added expenses occurred in March due to severance payout to a prior employee; seasonal changes are underway including a new menu in June and an “On The Turn” program has been instituted so that golfers can call in “quick food” orders and pick them up at the bar when they make the turn.

**Staff Changes/Training:** Staff count is now at fifty-two (52) at CW and forty-eight (48) at PV. May’s staff meeting is 05/11/18. Ryan Blair is the new sous chef at PV and a new head chef will be hired at CW. Management and staff will attend training seminars during the summer months.

2. **COTTONWOOD:** Kieran Murphy reported on the following recent/upcoming events:

- Roaring 20’s, 04/14/18, 96 attendees, \$696 net;
- Cinco de Mayo, 05/05/18, \$20, 130 reservations to date;
- Mother’s Day, 05/13/18, \$13.95, first come, first serve, and
- Mixed, 06/23/18, \$20, no reservations to date.

3. **PALO VERDE:** Josh Blackburn reported on the following recent/upcoming events:

- Crab Feast. 04/21/18, 513 attendees, \$228 net;
- Derby Day Buffet, 05/05/18, \$17, first come, first serve in the lounge;
- Mother’s Day Brunch, 05/13/18, \$39 adults, \$19 children, 248 reservations to date, and
- Country Western Night, 05/19/18, \$17, 126 reservations to date.

**Committee Member Comments:**

1. Ricki reported the comment card results for both venues, indicating some recent rough patches. Also, she recently presented CW with their own wheelchair and sign donated by the Sun Lake’s Sheriff’s Posse.
2. Kim questioned an issue with the Caesar salad dressing at CW. Marshall was unaware of any issues but would check into it.
3. Bob reiterated that an immediate greeting and/or acknowledgement from the staff upon the patron’s arrival should be emphasized to the wait staff.

4. Bernie complimented the CW kitchen staff on a recent church luncheon he attended. He was hopeful that the upcoming luncheons will be just as great.
5. Bud reiterated that proper training is paramount for all our new employees.
6. Marty commented on how successful the winter season has been. Staff training, process refinements and efficiency were among the key elements. He added his support for the idea of a second portable bar for CW for use primarily in the Saguaro Room.

**Guest Comments:** There were no guest comments.

**Recommendations to the Board:** There are no recommendations at this time.

**Recommendations to Management:** There are no recommendations at this time.

**Next Meeting:** The next meeting is scheduled for Thursday, **SEPTEMBER 6, 2018** at 9:00 a.m. in **THE SAGUARO ROOM**. If you are unable to attend, please e-mail Chair, Marty Neilson, at [mneil62002@mac.com](mailto:mneil62002@mac.com) .

**Adjournment:** The meeting was adjourned at 9:58 a.m.

Submitted by:

*Marty Neilson*

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Marty Neilson, Chair

*Ricki O'Keeffe*

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Ricki O'Keeffe, Secretary