

Sac Country Club
Regular Board Meeting Minutes
3/9/10 – 7:02 PM

PRESENT: Lee Mandernach, Pat Smith, Ruth Palmer, Chad Peterson, Karen Blass, Clayton Zimmerman, Scott Fairbrother, Doug Toliver, Peg Peterson

MINUTES: Motion to approve – Ruth, 2nd – Pat. All ayes

FINANCIALS: Motion to approve – Pat, 2nd Scott. All ayes. Lee to move \$3000 out of Capital Improvements into a CD (pump fund)

CLUBHOUSE: Peg is to check on deposit box at Citizens, to see what's in there and if we even need it. Lee will talk to Iowa State Bank about a lock box if needed and the CD for the pump fund.

Karen made a motion to pay Doug \$50 for Pesticide License continuing education, 2nd Scott. All ayes.

Karen made a motion to pay Peg \$142 for mileage to and from Odebolt for the calendars, 2nd Chad. All ayes.

It was reported that the members are using the new payment plan for their dues.

Karen will talk to Myra about running the men's league scoring again this year.

GROUNDWORK: Brad Hanson from Sherco/Roofing construction was at the meeting to discuss storm damage. His estimate for repairs is approximately \$250,000. He will be submitting his estimate to the insurance company for us, so we'll wait to see what happens. He recommended not allowing anyone inside the Middle & far west cart shed. There is also damage to the clubhouse on the south end some water damage and in the ladies bathroom the wallpaper is peeling! He also recommended that we try to get FEMA dollars to help with the grounds cleanup. Chad will be the liaison between Brad Hanson and the Board.

Doug stated that some trees will have to go. The big one in the corner by Green #5 and the cottonwood behind green #8. The memorial bench at Tee #8 was run over. It's still buried in the snow, so no idea what damage was done. There is probably about \$2000 to be spent on holes #1 & #2. We're renting the equipment from Hosteng @ \$75/hour including a man.

There are 90 carts in the 2 sheds, we will try to use the West shed through summer by bracing it. If that's not possible Will probably need some sort of temporary shelter. Construction would probably start after Labor Day. The Demolition will take place asap and will be advertised.

NEW BUSINESS: We looked at the 2009 Annual Meeting letter - Made sure Scott's name is spelled correctly.

Pat motioned to adjourn at 9:02 PM, 2nd Scott. All Ayes

Respectfully submitted,

Karen Blass, Sec'y



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**Sac Country Club
Services Provided**

Monthly Basis

- 1) Reconcile all checking and savings accounts
- 2) Make monthly 941 deposit via EFTPS
- 3) Calculate sales tax liability and reclass the amount in QB
- 4) Prepare and submit monthly sales tax to State of Iowa
- 5) Review detailed income/expense profit and loss statement for errors in classification
- 6) Allocate interest expense per amortization schedule
- 7) Prepare compilation financial statements including supplementary information

Quarterly Basis-At the end of each quarter, these are done in addition to the items stated above

- 1) Prepare Quarterly 941 form
- 2) Prepare Quarterly Iowa Workforce form
- 3) Prepare Quarterly Iowa Withholding report
- 4) Make quarterly 940 deposit via EFTPS

Annual Basis

- 1) Prepare annual W-2 and W-3 forms
- 2) Prepare annual 1099 and 1096 forms
- 3) Submit annual Iowa VSP
- 4) Preparation of annual 940 Form
- 5) Prepare Federal and State of Iowa Tax Return including depreciation schedule updates
- 6) Preparation of annual report and attendance at meeting if there are questions.
- 7) Preparation of Biennial report (Every two years only)

As Needed

- 1) Review any questions with Peg
- 2) Attend a monthly board meeting if there are specific questions or issues