



YKGC Board of Director's Meeting Minutes

Monday, March 15th, 2021

7:00pm, Crowe Mackay Boardroom

Call to Order – 7:06pm

Attendance

Present – Shaun Morris, Hughie Graham, Jenni Bruce, Damien Healy, Mark Whitehead, Matthew Bannister, John Nahanni, Cole Marshall, Winter Bailey, Dwayne Simmons, Jeff Oldfield

Regrets – Perry Campbell

Absent – none

1. **Approval of Agenda** – M. Damien, S. Jeff
2. **Approval of Minutes**
 - a. February 15th, 2021, as amended (section 4) **M: Matthew, S. John**
3. **Presidents Report** – see attached – Motion: **To Approve Presidents Report. M. Hughie, S. John**
4. **Treasurer's Report** – verbal – Statements are almost finalized. Overall revenue is up, COS id down. Expenses are down YOY mainly due to the Clubhouse not operating during Covid. We have a balance in the reserve. Discussion on truck purchased, it is under note 2, vehicles. **Motion to accept financial statements as presented. M. Matthew, S. Hughie. Action: Cole to sign statements and then get forwarded to Shaun for posting.**
5. **General Manager's Report** – see attached– Discussion on how many maintenance staff we should run with, recommended that we use three with potential of a fourth as part-time as items were missed last season. Discussion on job descriptions and task lists/checklists. It is believed that these are on the server in the Proshop and GM is waiting for access to verify. **Motion to accept GM Report. M. John, S. Mark**

6. Old Business –

- a. Couples Night – tabled until CPHO announcement in April.
- b. Lucky Bucks – tabled until CPHO announcement in April.
- c. Establishment of Advancement of Women's & Junior Golf Committee – To be chaired by Winter, Jenni will sit on the committee. Discussion on proposed tournaments. **Action: Committee will submit a plan/budget for board to allot a budget. Sales Committee will look for sponsors once plan is received.**
- d. Questions for membership survey – new deadline of March 19th has been set, three questions received so far. Discussion on Covid Committee question. **Action: Covid committee will send a reworded question.** Discussion on types of questions and if all committees need to submit a question.
- e. Employee Handbook – no progress made to date, we are hoping the handbook is in the server in the Proshop.

7. Committee Reports –

- a. Grounds & Maintenance – Damien – verbal – removed brush around 12 needs to be removed once snow melts. Not much else to do until snow melts.
- b. Course Management & Infrastructure – Jeff – verbal– Turf replacement covered in GM report. Solar Panels will be discussed on 9a.
- c. Membership & Clubhouse Committee – Winter – verbal – Met last week. Will be drafting a new contract prior to the next meeting with contractor. Discussion on contract details/recommendations. Question about insurance coverage. **Action: Shaun will assist committee in identifying insurance liabilities with a contractor in the Clubhouse.**
- d. Rules & Handicaps – John – nothing to report. Discussion on the Handicaps course.
- e. Tournaments – Perry – not present – Discussion on Par 3 tournament, it is moving forward and tournament schedule is being finalized.
- f. Midnight Tournament – Hughie – Canadian North is on board to sponsor, this is positive as they have sponsored for over 30 years. Will be working out details moving forward. Discussion on marketing to communities and it was agreed that it is not beneficial.
- g. Sales & Marketing – Dwayne – Signa are all sold, 3 new sponsors. Discussion of the potential for more signage on Clubhouse or range. Identified that Cart space is still available.
- h. Volunteers – Perry – not present.
- i. Policy Review – Jenni – waiting on Cole to update policies so they can be presented for finalizing. **Action: Cole to look over policies and make changes/recommendations that affect the Proshop operations if any.**
- j. Covid Procedures – Jenni – see attached – Discussion on timelines for the dividers, there is a 5 week wait once ordered so mid-April is tight but will work.

Motion to approve Committee Reports. M, John. S, Jeff.

8. New Business – off agenda item added as 9a, 9a moved to 9b.

- a. Turf Next Steps – Discussion on getting a loan as we have been denied funding by CanNor. This would require membership approval and will be presented at the Spring meeting in May. **Action: Matthew and Shaun to pursue loan options to present.**
- b. Solar Panels – see attached – Discussion on splitting the project into two phases, means to pay, logistics. Discussion on timing and quotes for repairing the roof in the “sunroom”. Solar panels clip so do not damage the roof. **Action: Committee to recommend next steps for electronic approval by the board once more information is received.**

9. Next Meeting – Monday, April 19th, 2021, 7:00pm Location Crowe Mackay Boardroom.

10. Adjournment – M. Hughie 9:02pm

March 15, 2021

President Report

Based on our opening dates from the last seven years we are roughly 8-9 weeks away from the Golf Course opening for the 2021 season. What the 2021 season will look like is still somewhat up in the air as the Office of the Chief Public Health Officer has hinted of changes in the COVID restrictions may be announced at the end of April but has not given any specifics of what those changes may be yet. Hopefully the changes will allow us to return to golf and events at the YKGC like they used to be before the global pandemic. Fortunately, our Board of Directors and committees are working to ensure that the YKGC and Clubhouse is prepared for the 2021 season no matter what happens with the CPHO announcements.

You may be aware that the YKGC had applied for a grant with the Canadian Northern Economic Agency (CanNor) with a proposal to replace our aging artificial green surfaces. Unfortunately, our grant application was not successful but we are continuing to look at other options to continue with this project. The advancement in artificial green materials over the last twenty years since ours were installed is quite impressive, the underlay shock pad to reduce bounce and the Envirofil material instead of sand and rubber will drastically improve the playability and grass like feel of the greens. The Board of Directors will continue to look at options to install these new greens. Our General Manager Cole Marshall has samples of the artificial green materials if you are interested in seeing them.

I was very excited to learn from Cole that our Associate Professional from last year Kylie Frederick has signed on for another season and will be happily providing an amazing level of service and continue with the lesson programs she initiated last year. Hopefully the sun will continue to shine bright and the temperature rise so we can all enjoy the start of the golf season very soon.

Shaun Morris
President – Yellowknife Golf Club

General Manager's Report

March 15, 2021

Synthetic Turf- Replacing Greens Update

As Moose explained, we were unsuccessful in the grant application with CanNor. Hurts our chances to make this happen on the early spring deadline. Having had conversations with Moose, we agreed to speak to Synthetic Turf about looking at different timelines. I did let them know we'd have a better idea of what the plan was going forward after this meeting. Doing something later in the season might be a lot easier for them (not as busy). We also discussed the potential of doing 9 holes late in the year and 9 more in the spring next year. Just options we discussed, hope to get feedback from the BOD.

COVID Protocol Meeting

Met with Jenni, John and Dave Welsh at our first COVID protocols meeting. Jenni formulated an email to go directly to the CPHO office and Protect NWT for clarification on certain rules. This would allow us to have a better understanding on what our responsibility will be this summer and how we can keep our members happy as well as safe. One major topic was the idea of purchasing cart dividers for our ClubCar fleet.

Canada Summer Jobs Application (Service Canada)

Have yet to hear back on whether we were successful in our application for 2 positions (1 proshop, 1 grounds) for the 2021 season. I did contact Service Canada and they indicated we should hear back the first week of April at the latest.

Custom Orders/ Shortages

We've continued to do some fittings over the winter, and have booked a few more custom orders since last month. Also since posting a detailed look at what will be in the shop this year, I have received questions as well as "can you tell me when they arrive" messages. Moving product shouldn't be an issue this season once again.

One thing we have come across is shortages in both grips and certain shafts. Our distributors are looking into this, but Golf Pride (world's #1 grip supplier) has found it difficult to keep up. We will see back-orders in certain grips for sure this season.

Hiring Process

Now that we have secured Kylie for the 2021 season, we need to fill out the remainder of our staff. Much of the staff from last year won't be returning so I will start to put together job postings for proshop/grounds/driving range in the coming weeks.

Parking Lot clearing scheduled

Looks as if we'll have the parking lot cleared of snow starting potentially Friday or Saturday. Once that happens I can begin to get the proshop organized and ready to receive product (ship date for all inventory is April 1st).

Cole Marshall
General Manager- Yellowknife Golf Club
(867) 444-8661

Solar Power Committee Report to the Board of Directors

March 2021

The YKGC typically consumes electricity in the months from April to September. The electricity consumption is mainly attributed to charging the fleet of golf carts which are powered by rechargeable batteries. The Clubhouse and Pro Shop add to the consumption of electricity.

As Yellowknife experiences some of the highest power rates in Canada, it was determined that a committee would be struck to investigate the opportunity to invest in a solar panel array to offset the power consumption at the golf club. Jeff Oldfield, Hughie Graham and Cole Marshall agreed to form the committee to investigate solar power at the golf club.

Several companies were contacted to gain high level information of installation and budgetary costs. NWT Solar conducted a site visit and was provided 2021 power bills to put together a comprehensive proposal to meet our electricity needs. That report is attached.

Here is what NWT Solar found.

- To offset the Golf Club's 2021 consumption, a 57-kW solar installation is proposed. Solar panels would be set up in three areas, the Clubhouse Roof, the Pro Shop roof, and the Cart Garage near the 18th green.
- Initial capital cost would be \$146,696.61 with a 25-year life on the solar panels.
- With the electricity generated and put back into the Yellowknife power grid, an 8-year payback is calculated.
- This provides an 11% return on investment though modelled on a .30/kWh. This does not speculate on the cost of power increasing which would provide a greater return on investment.
- Though large in nature, this project would offset electricity costs by 77% and there would be still some demand charge. This could provide for additional savings, however, as we may be able to have the peak demand reset thereby lowering the multiplier of demand.
- NWT Solar's proposal does fall within the budget cost of \$2.00 - \$3.00 per watt that we found was an acceptable cost from other solar suppliers. That cost is averaged at \$2.30 per watt.

Covid Protocol Meeting

March 10th, 6:30pm, Fraser Tower

Present: Jenni Bruce, Cole Marshall, John Nahanni, Dave Welch

The committee discussed the question for the membership survey, it was agreed that comments are the more valuable information that we would like from this so **if possible, can our question require a comment vs. multiple choice?**

There was discussion on how last season went. It was acknowledged that most protocols were required, even though annoying, membership seemed to understand that they were necessary. It was also mentioned that overall, members felt feedback had been positive and the General Manager and President did a great job of reacting and “building the plane as it flew”. The one hot button was the lack of carts due to single riders. We discussed options around allowing “fave fives” and the option to allow if masks are worn. **Action: Jenni to email protectnwt to get guidance/clarification on if this is possible.**

The committee also discussed the potential purchase of dividers in the golf carts at an estimated cost of \$4,000. The committee felt that this is premature as there may be better options available and with the announcement of easing up on outdoor restrictions expected in mid-April it may not be necessary. Overall, it was agreed that the \$4,000 would be better spent elsewhere like keeping the range/Kubota operating. **Recommendation to not purchase the dividers at this time and reevaluate after CPHO announcement in mid-April.**