



YKGC Board of Director's Meeting Minutes

Wednesday, October 9, 2019

1. Call to Order – 5:38pm

Attendance

Present – Shaun Morris, Hughie Graham, Jenni Bruce, Matthew Bannister, Damien Healy, John Nahanni, Winter Bailey, Matthew Gray, Clem Hand, Dwayne Simmons, Perry Campbell, Jeff Oldfield

Regrets – none

Absent – none

2. Approval of Agenda as amended with i: Clayton Letter and j: new POS System Tee On– M: Hughie, S: John

3. Approval of Minutes

- a. May 25, 2019, M: Hughie, S. Matthew
- b. September 6, 2019, M; Hughie, S: Damien

4. Presidents Report – Verbal - Only new item since AGM is email/letter from Clayton Ravndal and that will be covered under new business

5. Treasurer's Report – Verbal - Revenue was down due to changes in operations and contract issues with F & B regarding GST. Tournaments revenue is up, it is believed it is due to GM having more time due to F & B contract. Forecasting a net loss of \$7500 for 2019 based on projections. We are concerned about our cash position due to these changes, projecting to be short \$36K by beginning of 2020 season. **We should try some incentives to promote early memberships and bring in cashflow.** 2020 will be better due to the end of loan payments. Discussion on variances and the challenge to compare these due to the changes in operation and reporting. When these are factored in, most of the financials are consistent.

6. General Manager's Report – See attached. Discussion on cart lease options. Will finalize under New Business. **Motion to accept GM Report. M: John, S: Clem**

7. **Old Business** – none to report

8. **Committee Reports** –

- Grounds & Maintenance – Damien – We looked at options for removing the brush behind the 8th tee box and they are all too expensive, so the best option is to add it to staff responsibilities and take it out by truck to the dump moving forward. We were able to remove some vehicles from the private cart area and garbage pick up improved over the season.
- Golf Course Development – Vacant – no report due to vacancy
- Membership & Clubhouse Committee – Jenni – We will be meeting with the current contractors to discuss kinks and interest in next year based on new understandings. This will take place once we have the financials from them.
Action: Will be putting together the welcome board package
- Rules & Handicaps – John – Will be looking at the new rock rule. **Action: work on putting out weekly updates on rules for the 2020 season**
- Tournaments – Clem – We had three tournaments since the last meeting and they went well. There were a couple of missed opportunities this year: We were not able to host North Vs. South or Juniors (Drive, Chip & Putt). **Action: We will organize the tournaments above as well as look at a “YKGC Capital Fundraising Tournament”.**
- Midnight Tournament – Hughie – We picked dates for 2020, June 19th & 20th.
- Sales & Marketing – Winter - nothing new to report

9. **New Business** –

- a. **Election of new Executive** – President is on second year of two-year term. Vice President: Hughie Graham- acclaimed, Treasurer: Matthew Bannister – acclaimed, Secretary: Jenni Bruce – acclaimed. **Motion to accept slate as presented. M: Dwayne, S: Perry**
- b. **Naming of Committee Chairs** - Grounds & Maintenance: Damien Healy – acclaimed, Course Development: Jenni nominates Jeff Oldfield, accepted – acclaimed, Membership & Clubhouse: Jenni – acclaimed, Rules & Handicap: John Nahanni – acclaimed, Tournaments: Clem Hand – acclaimed, Midnight Tournament : Hughie Graham – acclaimed, Sales & Marketing: Jenni nominated Dwayne Simmons, accepted – acclaimed, Volunteer: Jenni nominated Perry Campbell, accepted – acclaimed. **Motion to accept slate as presented. M: Jenni, S: John. Action: send out an email announcing committee chairs and call for members to participate.**
- c. **Hughie to lead Adhoc committee to look into cart fees** – the committee was established (John, Shaun, Matthew, Hughie, Matty). Annual trail fees are \$360 (including GST) This was established when Robert Redshaw was President and tied to membership fees. There is a slate of recommendations. **Action: to communicate the value in trail fees- new cart paths (\$24K for path on 16), filling potholes, establish structured parking in private cart area. Action: To bring recommendations forward to the board for discussion/approval and then presented at the Spring Meeting 2020.**
 - **Revise policy to delete trail fees being tied to membership fees**
 - **Fees to be set annually by the board**
 - **Family description to be revised**

- Grandfather secondary drivers and moving forward no more secondary drivers
 - Make trail fees non-refundable and omit \$100 deposit
 - Increase trail fees in 2020 to \$430 with annual increase determined by the Board, considering cost of living
 - Trail fees for transported carts to be the same as trail fees for all
- d. **Discussion on splitting cart/membership fees** – covered in 9.c.
 - e. **Buying Show Budget** – Budget presented with a total estimated at \$99k, this is similar to last year but there may be unanticipated increases. **Motion: To approve the budget as well as travel expenses as presented. M: Dwayne, S: Clem**
 - f. **Survey Questions for 2019 season** – **Action: Each committee chair to present three questions to GM prior to Oct 31st.**
 - g. **Cart lease renewal** – We are getting \$1800/cart back for returned carts, this is better than expected. Discussion around three options for lease renewal of carts. **Motion: To move forward with Option 2: reduce fleet by 5 carts and lease President E. M: Dwayne, S: Perry**
 - h. **HR Committee establishment** – Discussion and agreement to have the President plus three members. Members will be: Jeff Oldfield, Perry Campbell, Jenni Bruce. **Motion to accept HR Committee. M: Matthew, S: Hughie.**
 - i. **Clayton Email/Letter** – Discussion on the letters as presented as well as clarification of what took place in May and it was agreed that the cart will have to be moved on spring of 2020. **Action: Letter to be drafted by Damien for the Board to approve and send to Clayton.**
 - j. **POS System** – Discussion based on GM report and up front costs. **Motion: To go ahead with purchase of Tee-On System and rely on GM discretion for implementation. M: Hughie, S: Perry**
10. **Next Meeting** – November 20th, 2019 at 5:30pm, 3rd Floor NWT Commerce Place
11. **Adjournment** – Dwayne 7:56pm

Action Items :

- Board to try some incentives to promote early memberships and bring in cashflow
- Membership committee will be putting together the welcome board package
- Rules Committee will work on putting out weekly updates on rules for the 2020 season
- Tournament Committee will organize the tournaments above as well as look at a “Corp Tournament”.
- Cart Committee to communicate the value in trail fees- new cart paths (\$24K for path on 16), filling potholes, establish structured parking in private cart area
- Cart Committee to bring recommendations forward to the board for discussion/approval and then presented at the Spring Meeting 2020.
- Each committee chair to present three questions to GM prior to Oct 31st.
- Send out survey for 2020 season
- Letter to be drafted by Damien for the Board to approve and send to Clayton.
- Grounds Committee to address tee boxes that are too high (steps?)
- Grounds Committee to look at possible retaining wall and firmness of practice green

- Membership committee to meet with current F & B contractor to discuss the season and decide on next steps
- Tournament Committee to look at dates and possibility of “YKGC Capital Fundraising Tournament”.
- Sales Committee to look for sponsors for YKGC Corporate Tournament
- Shaun to provide logins for new board members and anyone else who doesn't have one

General Managers Report

October 2, 2019

Pro-Shop

First Inventory check has been completed, if a board member is interested in going through the final inventory count with us, we can organize an appropriate time to complete this. Current Inventory Value sitting at \$28,000.

We have packaged up a large portion of our returnable inventory, this inventory will be returned for credit on 2020 purchases. It will also reduce the number listed above once the final count is completed.

All left over inventory will be boxed and stored in the corner of the Pro-Shop and out of sight over the winter months. If we are looking to have some of this merchandise for sale over the winter months, will look to box

If a new POS System is to go ahead, we would likely need to act sooner than later if we are looking to in-put inventory etc before removing Jencess systems.

Golf Course

All the Irrigation lines have been blown out by the Yellowknife GC staff, the main water pump has been drained and winterized and ready for Canadian DeWatering to come spring time. We putt all the snow fencing up the last week of September in preparation for snow fall.

All the flags will be removed Monday October 7th, at this point the course will basically be closed for the season.

Clubhouse

The Clubhouse has been all closed up for the season, Wiseman plumbing has come and completed their winterization of the clubhouse for the season.

As for the likes of the Monkey Tree's computers, cameras etc, all that is still in the clubhouse

and they will be looking to leave it there if they are successful in getting the contract again in 2020.

Power-Carts

Clubhouse shutdown process has been completed, we will need to look to store the GPS screens for the winter months, all with the computers from the Pro-Shop.

I am still waiting for quotes regarding replacement carts for the 2020 season, I have followed up with Club car with no progress as of yet.