



YKGC Board of Director's Meeting Minutes

Wednesday, December 5th, 2018

1. Call to Order – 5:44 PM

Attendance

Present – Shaun Morris, Hughie Graham, Jenni Bruce, Justin Bailey, Meredith Wilson, Matthew Bannister, Damien Healy, Winter Bailey, Clem Hand

Regrets – John Nahanni

Absent – none

2. Approval of Agenda – Hughie, Damien

3. Approval of Minutes – Justin, Matthew. It was noted that we have not located minutes for the May 8th meeting. **Action: Jenni to follow up with Joan to try and find them**

4. President's Report – Verbal Report given. The focus has been on finishing reno's at the Clubhouse since the course closed. All that is outstanding is the carpet in the sitting area. There has been extra expense due to needing to provide heat and snow removal as it has taken longer than was expected. It is expected to be complete by Dec 17th. In the spring the clubhouse will need to be painted (kitchen is done). Cole will take care of gift cards and has stepped up to assist often while Shaun is out of town etc. We will use Facebook advertising for the gift cards with a booster. There was a B&E in some random private cart sheds, nothing was taken except for a gas can from one shed. All locks were gone. Golf Canada fees will be going up \$10, **this will also be communicated to members via email blast including membership benefits.**

Discussion on green conditions and estimated replacement costs

5. Treasurer's Report – Verbal Report given. Matthew met with Jenni and files were transferred over and he is quickly getting up to speed. There is a lull until Matthew begins working with Matty on the budget and this is expected to be in February. Matthew is looking into getting the

Sage accounting on-line for easier and more accurate updates. All signing authorities have been updated.

6. General Manager's Report - written report provided. Clem, Justin

Discussion regarding funding options and potential funders. **Action: Winter to work with Hughie and Matty to put together a proposal sheet of what we are wanting and who we could apply to. Matty will finish off the paperwork for 2018 City Grant Requirements**

Reimbursement received of \$7500 from the Canada Summer Jobs Program

Discussion on tee boxes. There are 22 left to do with an estimated cost of \$22K

7. Old Business

a. Kitchen flooring – see President's Report

b. Options for Clubhouse – report attached from Membership & Clubhouse Committee.

Motion: That YKGC proceed with Option #3 from the M & C Committee and prepare an RFP for board approval and then release to find someone to lease the Clubhouse operations. – Jenni, Matthew

Action Item: Clem to prepare an RFP for the M & C Committee to review and propose at the next board meeting on January 15th.

Action Item: M & C Committee to prepare a risk assessment to accompany the RFP for the board.

8. Committee Reports

Grounds and Maintenance – Damien Healy – nothing to report

Golf Course Development – Justin Bailey – nothing to report

Volunteers – Meredith Wilson – nothing to report

Tournaments – Clem Hand – nothing to report

Midnight Tournament – Hughie Graham – date is on June 21st and 22nd

Membership and Clubhouse Services – Jenni Bruce – See Old Business

Rules and Handicaps – John Nahanni – not present

Sales and Marketing – Winter Haley – nothing to report

HR & Safety – Adhoc (not required at this time)

Bylaw Review Committee for 2019 amendments – TBA – need a chair appointed

Strategic Plan Committee – Jenni Bruce – Plan to meet in January

9. New Business –

- a. 18th hole water – hole is dug, need to source new liner. Plan to have it running in the spring
- b. Euan Resignation – Euan has submitted his resignation to the board due to time constraints effective immediately. **Action: Matty to circulate an email blast calling for interest in the vacant board position as well as a call for committee members and a mention of golf cards available over Christmas.**
- c. Survey results – Damien has gone through all results and found very interesting feedback and most of it can be addressed and/or resolved. **Action: Damien will draft a response to membership regarding the results and what is planned to address issues/feedback.**

10. Next Meeting – Tuesday, January 15th, 2019 at 5:30pm – 7:00pm. Location 2nd Floor NWT Chamber Place.

11. Adjournment - Hughie – 7:31pm

General Managers Report December 4th, 2018

Alberta Buying Show

Back in October, myself, Cole and Andrew Quirke attended the Alberta Buying show to view and purchase 2019 merchandise for the Yellowknife GC Pro-Shop.

The show as it seems each year is getting smaller and smaller, this due to sales reps having the ability to travel to courses pre-buying show to show their merchandise and complete orders etc. Unfortunately, we are on the out-side of their travel scoop so the Alberta Buying show is where we see and purchase all our inventory.

It was a successful Show this year with some great new product coming into the shop for 2019, the main new merchandise which we are excited to bring the members of YKGC is a couple of new clothing lines;

Ladies Clothing Line new for 2019 – Dexim Clothing www.deximgolfwear.com

Dexim is a Canadian company based out of QC, that focuses solely on women's wear and is a great mixture of Skorts, Shirts, Dresses and all in really different print patterns. We will have very limited numbers of the same pattern (max of 2 shirts/skorts per design) this is to combat the "I cant buy that, I've seen someone else with the same top". You ladies, feel free to check out their website to get a taste of what we will have for you next season.

Men's Logod Polos new for 2019 – FootJoy Clothing _____

This year we had a difficult time finding a polo for logo, the price of shirts has steadily increased over the past few years and has gotten to a price point of above \$80.00 RRP, with this we decided to go a little higher quality with FootJoy. We have never done FJ clothing so looking forward to seeing how it goes over. And very good quality product, all with our club logo.

We also noticed a large increase in hardware for Golf Clubs over all the brands, I am still working on getting all my order confirmations in. Once I get them all, I will update the budget and adjust where I see fit.

Myself and Cole are looking forward to presenting the membership with a well-stocked shop of new merchandise for 2019 that will generate good profit margins.

Enjoy the Christmas break

Matthew Gray

General Manager

Potential Funding Projects for 2019

Junior Golf Course – 9-holes at the Yellowknife GC

Currently there is a lack of Junior Golfers coming through the ranks in both Yellowknife and the NWT, we as a Golf Course need to change this to ensure the future of golf in the NWT continues to grow.

Being that the Yellowknife GC is all sand fairways, this makes getting to the green a very long process and discouraging to many youth & beginner golfers at the Yellowknife GC.

Creating a “short course/Junior course” at the Yellowknife GC will give new Juniors an opportunity to play from a set of tee-boxes that will allow them to get to the greens in much fewer shots. This will; 1- Boost confidence of youth golfers by them shooting lower scores. 2- Speed up the pace of play of Junior golfers. 3- Allow them to be score competitive when playing with parents.

The Idea would be to build 9 new tee-boxes on the front 9 (Holes 1-9) at a length ranging from 300yrd – 75yds. The length of each hole would be based on a 150yrd tee-shot and 75-100yrd shot into the green.

Estimated cost for this project; (5'x5' Tee-Box)

	Per Hole	9-Holes
Tee-Box Construction	\$600.00	\$5,400.00
Tee-Box Material	\$500.00	\$4,500.00
Gravel	<u>\$100.00</u>	<u>\$900.00</u>
Total	\$1200.00	\$10,800.00

Potential Funding grants – SEED, City of Yellowknife, Golf NT

Options for Clubhouse Operations

The membership & Clubhouse Committee met on Oct 23, 2018, below is a summary of that meeting and recommendations of next steps for the Board of Directors.

Present: Jenni Bruce, Clem Hand, Shaun Morris, Matty Gray

Regrets: Chris Flannagin

Below is the net profit for the YKGC Clubhouse

2015 - \$49790.92

2016 - \$10,586.90

2017 – **(\$2,437.98)**

2018 – \$39,570.47 (this is including price increase of .50/drink which generated \$13,800.47 additional revenue)

We feel there are three options for the board to consider moving forward. We have listed those options with pros and cons below:

Option #1

Status Quo

Pros

- Everyone is familiar with the process
- There is a chance of extra revenue in a successful year

Cons

- Current GM will not extend his contract
- There is inconsistent food quality & costing
- Estimated that 85% of GM time is spent dealing with hiring and staffing issues
- High staff turnover and hiring challenges
- Lack of F & B experience in the clubhouse
- Revenue is too low for amount of time spent by GM

Option #2

Hire an Experienced F & B Manager

Pros

- High quality & expertise
- Better inventory controls
- Less issues for GM during season, they can focus on golf course specifically
- Chance of increased revenue

Cons

- Still a hiring challenge to find the right person
- Higher cost in wages (estimated at \$40K/season)
- Overall profit would decrease due to higher wages (estimated at \$15K/season)
- Lack of consistency in the role as it would be a challenge to have the same F & B Manager every year due to seasonality
- GM would still have to train/acquaint person into the position possibly every year

Option #3

Lease out Clubhouse Operations

Pros

- Stable revenue (recommended at \$4-5k/month @ 4 months = \$16 - \$20K/season)
- No HR issues for the GM
- GM can give full focus to the course
- Current GM would remain in position
- Consistency & quality would be high
- Successful bidder would be invested in the success of the operation
- Possibility of additional exposure/advertising for the golf course
- Would be run with expertise
- We have no current contracts with vendors so they could choose their own

Cons

- Flat revenue (no chance of higher profits)
- Could be challenges with sorting out a successful RFP
- Chance that nobody is interested
- Could end up with a weak contractor
- Prices could end up too high (would need to have it addressed in the RFP that Board has final approval of menu/prices)

After review and discussion of these options, the Membership & Clubhouse Committee recommends that we move forward with Option #3 and begin drafting up an RFP so we can start screening potential candidates over the off-season.

We would like to put forward a motion to proceed with Option #3.

