



Meeting Minutes

February 24, 2016

Present:

Paulette Doucet, Joan Hirons, John Nahanni, Jenni Bruce, Geno Holick, Ali Kincaid, Euan McLean, Michael Garbowicz, Hughie Graham, Deborah Ross,

Absent: Shaun Morris,

Location:

Ground Floor Boardroom, Coast Fraser Towers

I. Meeting began at 5.37pm

- A quorum was present

II. Approval of Agenda:

- Approval of agenda: Moved by Hughie, S: Euan. Carried

III. Approval of Minutes

- Approval of minutes of January 13 2016, moved by Jenni: /s Euan Carried

IV. President's report

- Hughie and Shaun got grant application in to the City. Paulette did the presentation at the Council meeting, it went well. She heard by email that we have been recommended for \$10,000.00, yet to be confirmed.
- There is an \$80,000.00 over 3 years' grant available from the City. Application should include development of programs for youth.
- Paulette will work with Geno and Hughie regarding the private cart waitlist. Hughie has surveyed 25 golf courses; Shaun has the spreadsheet.
- Paulette has received approval for financing the new cart lease. She went with the lowest option. GPS price will be extra, and we need to find sponsors for them. The truck with the carts is scheduled to leave Augusta on May 23rd.
- Paulette reported that the Club has received approval from BDC for \$150,000.00 loan, should we need it. Or we could reduce our current loan payments to free up cash. Projects might include the irrigation system, cart paths and cart storage.

V. Treasurer's report Paulette and Jenni

- Accounts have not gone to the auditor yet
- Jenni will work through the budget with Matt when he returns (late March). She asked to see historicals to facilitate the process
- Jenni produced inventory templates. Checking liquor and other inventory should be built into Matt's contract

VI. General Manager's report: No report submitted

VII Old business

- Matt has taken some training on Course Management

VIII Committee Reports:

○ **Capital Committee:**

Michael

Items already discussed.

Paulette pointed out that there is \$140,000.00 in the operating account. We need to prioritize spending

It would cost a minimum of \$10,000.00 to get an evaluation of the Club House structure from Stantec. Hughie suggested we look among the members for someone to do a quick check and give a report

○ **Rules and Handicaps:**

Euan

RCGA has changed the rules for entering handicaps – no un-attested rounds will be accepted. Attestor does not have to be a Club member. We need to put up notices about this change.

Belly Putters cannot be anchored to the body. This should be put on tournament info sheets, and scorecards

Pace of Play: there have been complaints in tournaments and regular rounds. We should put a time limit on looking for lost balls, perhaps posting the rule on the GPS.

○ **Tournaments**

John and Shaun

Jenni has an amenities package which could be adapted for use in tournaments.

○ **Grounds and Maintenance**

Geno

Parts for the beverage cart repairs are coming. One of the guys who would be working on it has left town.

Paulette asked for rough estimate of cost of materials required for the irrigation system

Geno will check on the pump

The sign needs to go up on the highway.

○ **Government relations**

Jenni and Hughie

Jenni has contact info to obtain funding for Board Development. We could work on a Strategic Plan. She will call to get information

Hughie is looking into getting funding from ITI

○ **Human Resources**

Deb

Deb has good job descriptions which need editing to suit our needs. She will develop an organization chart.

Paulette asked if there are any special H&S regulations when employing kids. No, they are regular employees.

Jenni passed to Deb a policy document on use of cell phones when working

Matt's contract needs to be finished

○ **Sponsorships**

Jenni

Jenni is looking at existing sponsorship packages, and figures we need one which lies between the Snow King's and Hockey's. Sponsors need to know what benefits they will receive. Adopt-a-hole would be a 3-year term.

Ali said we need to review the existing hole signs

Joan

○ **Volunteers**

Joan outlined the Outstanding Volunteer program that was used about 4 years ago. It seemed successful, but some workers' hours did not get tracked.

Rewards of food and drink were suggested

Ali said that High School students need to do Comm hours, and suggested we tap into this source of volunteers. She has the contact info

○ **Ad Hoc Safety Committee**

Shaun and Ali

Ali suggested the end of May for the Safety training. She will co-ordinate with Matt when he gets here. She has use of course materials, and we will have to pay for printing.

IX. Next meeting March 30th at 5.30pm Coast Fraser Towers Boardroom.

X. Adjournment: Moved by Joan at 6.54pm

