



## YKGC Board of Director's Meeting Minutes

Wednesday, March 11<sup>th</sup>, 2020

### 1. Call to Order – 5:44pm

#### Attendance

**Present** – Shaun Morris, Hughie Graham, Jenni Bruce, Matthew Bannister, Clem Hand, Winter Bailey, Perry Campbell, Cole Marshall, Dwayne Simmons

**Regrets** – Jeff Oldfield, Damien Healy

**Absent** – John Nahanni

### 2. Approval of Agenda M. Dwayne, S. Perry

### 3. Approval of Minutes

a. February 11<sup>th</sup>, 2020, as amended M: Matthew, S. Hughie

4. **Presidents Report** – see attached – Discussion on wine prices and liquor being too expensive when it is a members club. M. Dwayne, S. Winter

5. **Treasurer's Report** – Verbal – Sent out the 2019 Income Statement. NOI will drop as there are a few things to clean up. Had a loss that will get slightly bigger. We are counting on revenue from sponsorship and membership fees. Reminder that this year is the last year of the BDIC loan. We will update signing authorities once we submit the approved minutes from Feb 11<sup>th</sup>. Discussion on bottle returns, possible miscode. There were big changes due to the operational changes in the Clubhouse. Question on fees/membership, clarified that it is mostly Golf Canada. Question on R & M breakdown. Question on utilities. Recommendation to look for savings for 2020 season. Clarification that we are holding back on 2020 Capital and R & M.

6. **General Manager's Report** – Verbal – hired an associate pro will be starting mid-April. Currently training on Tee-on. Looking at changing from bag tags to cards through system. Currently entering product onto Tee-on. Discussion on if memberships are available yet. **Action: Cole will get membership sales up on the site.** Working on putting up a fitting room where Cobra kit

used to be. Discussion of sagging floor in doorway and if we can move the contraption over the beer fridge. Suggestion of a curtain change room to address potential tunnel when entering the Proshop. We will look at that when we get access. Discussion that Cole did a great job with recruitment.

#### 7. Old Business –

- a. Clubhouse RFP – Committee recommends Stake as the successful candidate. **Motion: To accept Stake as successful bidder on Clubhouse RFP. M. Jenni, S. Matthew. Passed** Next steps to move to contracting phase with the committee and acceptance is conditional on negotiation results. Jenni and Shaun to meet with Stake. **Action: Notify members when buying a membership to make sure that they know about accounts.**
- b. Code of Conduct Forms – only John remaining.
- c. Quotes for Financials – Prices are already looking lower. **Action: Matthew will send quotes to Shaun for approval due to conflict of interest.**
- d. Assistant Pro Recruitment – completed as per GM report
- e. Statement for Men's/Ladies night – Letter was sent and we were notified that there is nobody running mens' night currently. **Action: Shaun to send out email to membership to solicit a leader for men's night as it cannot operate without one.**
- f. Update of Signing Authorities – see Treasurer's Report

#### 8. Committee Reports –

- Grounds & Maintenance – Damien – got a price for the removal of the ATCO trailer around \$2,000 plus tipping fees. **Motion: To get ATCO trailer moved. M. Clem, S. Hughie**
- Golf Course Development – Jeff – no report – not present
- Membership & Clubhouse Committee – Jenni – covered in Old Business.
- Rules & Handicaps – John – no report - not present. Discussion on email Cole received "every course is required to have at least one party on their Handicap Committee officially certified. All previous certifications have been voided due to the advent of the World Handicap System (WHS). This means that all courses will be required to have someone recertify this year" **Action: Cole and John to get certified. If it is free than anyone else on the board who wants to.**
- Tournaments – Clem – Tournament Calendar is available on-line. **Action: Jenni and Clem to put together flat sheet for Drive, Chip, Putt to circulate to schools and sports associations.** People asked to volunteer to help with Club Tournament. Clem will email a request.
- Midnight Tournament – Hughie – Met with Canadian North. They have stepped up again as title sponsor. Same level of tickets and they will try to get Oilers Tix package. We offered them the opportunity to invite charities to set up fundraising activities on the holes as this was well received in previous years. Canadian North will provide a discount booking code. NWT Chamber can e-blast once ready. Canadian North wants to discuss discount on drink tickets and were advised to deal with Clubhouse contractor directly once established. Canadian North will get 24 entries and will reserve some carts, the amount is to be

confirmed. We have notified them that we will pursue additional sponsors and they were ok with this.

- Sales & Marketing – Dwayne – Two holes left to sell. Recommends that we make sure that signage is placed in more visible areas. Generated \$45,000 in revenue. Sold 4 4X8 banners for side of Clubhouse. **Action: Cole to set up invoicing for sponsorship.** GPS will be updated once a month if camera ready. Have quoted out signs with Wallah. 6 weeks lead time and will reach out for what is needed from us.
- Volunteers – Perry – nothing to report. Would like clarification on what is expected. Notified to assemble a list of volunteers.

#### 9. New Business –

- a. **Members Survey Results** – survey results are not finalized. Most common feedback is garbage. **Action: Damien to present at the next meeting.**
- b. **Lucky Bucks Moving Forward** – We will discuss with the Clubhouse on if we can discount Lucky Bucks and then look at options moving forward.

**10. Next Meeting** – April 7th, 2020 at 5:30pm, 3<sup>rd</sup> Floor NWT Commerce Place

**11. Adjournment** – M. Hughie 8:19pm

#### Action Items :

- 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
- John read and sign Code of Conduct by April 7<sup>th</sup>, 2020
- AdHoc Policy Committee to revise policies and code of conduct

#### Presidents Report

Good Day everyone,

Once again it has been a very busy month since the last meeting. Jenni Bruce and I met with Steve Dinham and Jen Vornbrock from Stake to review the Clubhouse operations from last year. This meeting was very productive as we outlined our concerns with the operation and operator from last year and it also gave Stake a chance to voice any concerns and issues that would be beneficial to the Clubhouse operator next year.

Based on this meeting and our experience last season the RFP (Request for Proposal) was updated and sent out to three potential companies that had expressed possible interest. The closing date for the RFP was March 6<sup>th</sup> and we will discuss during the Clubhouse Committee portion of the agenda. Our new General Manager Cole Marshall has hit the ground running is getting everything ready for the start of the season, we have already updated the tournament calendar and tournaments/events section on the website with all the bookings to date. Cole will also be providing an update on the Assistant Professional recruitment process as well as updates on other preparations for the upcoming season.

Shaun Morris  
President – Yellowknife Golf Club