



YKGC Board of Director's Meeting Minutes

Tuesday, October 12th, 2021

5:30pm, Virtual

Attendance

Present – Shaun Morris, Jenni Bruce, Matthew Bannister, Cole Marshall, Jeff Oldfield, Damien Healy, Clem Hand, Robert Redshaw, Geno Holick, Andy Couvrette, Mark Whitehead

Regrets – Dwayne Simmons

Absent – none

1. **Call to Order** – 5:36pm
2. **Approval of Agenda as amended to include 9.f. documents for meetings** – M. Jeff, S. Geno
3. **Approval of Minutes**
 - a. August 9th, 2021, M: Jeff, S. Matthew
4. **Presidents Report – verbal** – not a lot has changed since the AGM. The greens are done, the course is now closed. We had good temperatures for the end of the season and it was busy on the course. Our main focus has been on securing the letter of credit from RBC, it has been an issue but we expect it in the next few days. With the letter we can get the lease executed which will then give us access to the BDC funding. Discussion on the snow fences and that some are bent already. It was confirmed that we have now sourced better poles that do not bend as easily and will be putting them in once we receive them.
5. **Treasurer's Report – verbal** – The Comparative Income Statement was presented with notes on variances. Overall, our position is strong. It was noted that Dwayne has gone above and beyond in securing us sponsorship money and it has really helped improve our position. Discussion on the letter of credit. As noted in the President's report, it is required to get the lease and then get the funds released. Discussion on the buying show. It was cancelled and will just now be individual conversations with suppliers. Budget is estimated at \$100,000, just waiting on some

prices. Question on the total amount of the cheque that has been cut for Synthetic Turf, \$106,000 with another soon to come. Question on why Cole's lesson are on the report, this account just needs to be renamed. Question on why inventory is so high. It is not an accurate count, we are waiting for the bookkeeper to enter it and it is estimated at \$16,000. Discussion on inventory counts and their frequency.

6. **General Manager's Report – verbal** – focus since AGM has been on green replacement, winterizing the course and inventory. Question on hole 9, there is a dip with the snow. **Action: Cole to get more poles put in around hole 9 when they arrive.**

7. **Old Business –**

- a. 2021 Fall Membership Survey – there were cost issues with survey monkey so we were not able to have a 2020 survey. **Action: Shaun will look into other options for a survey and update the board.**
- b. Proposed Tee Moves – tabled for the next meeting
- c. Cost & Time for cup moves on new turf – we were able to add 7 new cups. Question on old cups and their quality. Most of these were pulled up and will be good moving forward. Rep from Synthetic will be back in the spring to give them another check. Discussion on if there is enough material to replace the green at the practice area. There is enough but not sure about the shock pad. There is also concern on how we can address the seams. **Action: Cole to look at options on practice area improvement and discuss with the board at the Capital Planning Meeting**
- d. Solar Panel Quotes – The updated quote was in line with original quote with minimal increase so we proceeded with the work prior to this board meeting.
- e. Kubota Repairs – In between board meetings, we were told that we could not keep the Kubota on the Ron's lot without being charged so it was sold to them to eliminate the outstanding invoices. Board members were disappointed with it being sold without a board level discussion.

8. **Committee Reports –**

- a. Grounds & Maintenance – Damien – verbal – Nets at the driving range need to be addressed. **Action: G & M will look at net repair options in March.** We need to look at options to sell the recycling bins and can put the revenue towards G&M. The financials are showing that we were down in the budget by \$3,000. We would like to use this money towards work on the practice green. Question on the checklists. The checklists are available at the Proshop for any member to check. Overall, the course is looking cleaner than it was a few years ago and the team has done a good job. Question on who is checking to see that checklists are completed and not just checked. The GM checks them throughout the week and it was pointed out that members can give feedback if things are not being completed. Discussion on the snow fencing again and if we can put up trail cameras. Question on if power was run to the shed in the private cart area. No it was not and it has not been discussed.

- b. Course Management & Infrastructure – Jeff – no updates – Greens are now compete and we are working on the Solar Panels and the tee box presentation as previously discussed in Old Business.
- c. Membership & Clubhouse Committee – no report
- d. Rules & Handicaps – no report
- e. Tournaments – no report
- f. Midnight Tournament – no report
- g. Sales & Marketing – Dwayne – no report
- h. Volunteers – no report
- i. Women’s and Junior Golf – no report

9. New Business

- a. Establishment of Executive – There was a call for interest for the positions of Vice President, Treasurer and Secretary. Nominations were made and accepted and all three positions were acclaimed. **Motion to accept the proposed slate for the executive: Vice President – Clem Hand, Treasurer – Matthew Bannister, Secretary – Jenni Bruce. Motion - Andy Couvrette, Second – Mark Whitehead. Motion Passed.**
Motion to update signing authorities at the bank to Shaun Morris, Clem Hand, Matthew Bannister, Jenni Bruce and Cole Marshall. Motion – Matthew Bannister, Second – Andy Couvrette. Motion Passed.
- b. Establishment of Committee Chairs – Committee chairs are as follows:
 - Grounds & Maintenance – Geno Holick
 - Course Management & Infrastructure – Jeff Oldfield
 - Membership & Clubhouse – Damien Healy
 - Rules & Handicaps – Clem Hand
 - Tournaments – Andy Couvrette
 - Midnight Classic – Robert Redshaw
 - Sales & Marketing – Dwayne Simmons
 - Volunteers – Damien Healy
 - Women’s and Junior Golf – Jenni Bruce

Action: Cole and Shaun to send email out to membership seeking volunteers for the committees. Discussion on what email address to use and if we can set up multiple emails on the account.
- c. Code of Conduct Forms – as the meeting is virtual, we cannot hand out forms. **Action: Jenni will email the code of conduct out to the entire board and GM for them to print off and sign and return to Jenni.**
- d. Capital Plan Meeting – tabled until restrictions lift, at that time, we will schedule an in person meeting for this.
- e. Area for club repair – Club repairs have gained in popularity so GM would like to look at options for a space to do the repairs that is safe as the

current space is not. **Action: look at options for a repair area during the Capital Planning meeting. Action: G&M to get quotes for removing old buildings prior to the Capital Planning meeting.**

- f. Documents for meetings – it was discussed that board members would like to receive all reports in advance with time to prepare for the meetings. It was agreed upon that a target of 48 hours prior to the meeting was acceptable to all.
- g. In Camera Session – **Motion to go in camera at 7:14pm. M. Damien, S. Jeff. Motion to go out of camera at 7 :50pm. M. Clem, S. Geno**

10. Next Meeting – Tuesday, November 16th, 6:00pm. Location TBA

11. Adjournment – M. Matthew 7:55pm