



## Meeting Minutes

May 4, 2016

*Present:* Paulette Doucet, Joan Hirons, John Nahanni, Jenni Bruce, Hughie Graham, Shaun Morris, Ali Kincaid

*Regrets:* Geno Holick, Deb Ross, Euan McLean, Matt Grey  
*Location:* Ground Floor Boardroom, Coast Fraser Towers

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### I. Meeting began at 5.45pm

- A quorum was present

### II. Approval of Agenda:

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

### III. Approval of Minutes

- Approval of minutes of March 30 2016, moved by Hughie: /s Jenni Carried

### IV. President's report

- The Accountant has all our financials. Paulette will send out the report when she has received it
- Paulette reminded us that half of last year's profits will be transferred to the Capital Fund.
- The Pro Shop is looking good
- Blair is returning this year, along with Richard who will be the second cook.
- Danielle will be supervising the counter staff in the Club House.

### V. Treasurer's report **Jenni**

- Jenni worked with Matt to update the budget. They have asked Sue for some historical data
- When this has been received and incorporated, the draft budget will be sent out to members for an email vote of approval
- Paulette reported that Matt wants his salary to be paid out monthly over the whole year.
- Ali mentioned that the books and certificates for the Safety Course will be charged to the Club, but she will be teaching the course for free.

### VI. General Manager's report: **Matt** submitted a report (attached)

**Motion to accept Matt's report:** moved by: Jenni, s: Hughie. Carried

### VII Old business

- none

### VIII Committee Reports:

- **Rules and Handicaps:** **Euan** no report

- **Tournaments** **John and Shaun**
  - John provided an information package regarding the Midnight tournament
  - Canadian North will provide vouchers for 12 flights, and wants 24 entry spots
  - It was suggested that Kevin Koe's team be approached to attend
  - Idea for the gift: keychain bug sprays, "growlers", perhaps with 10% off coupon for Brewpub restaurant. There was a discussion about the gift and perceived value
  - For MC, check with JBear. George Tuccaro might be a good alternative
  - A list of required volunteers will be supplied to Volunteer co-ordinator
- **Grounds and Maintenance** **Geno: report sent to Paulette**
  - A shed will be needed for the pump
  - Andy comes back this week
  - Beverage cart is almost ready
  - New re-fueling set-up for gas and diesel required
  - Order gravel for the cart paths
  - Matt will organize power raking and aerating of aprons.
  - Trenches are being filled
  - Range nets due to be installed on 9<sup>th</sup> May
    - **Government relations** **Jenni and Hughie**
    - Hughie will meet with Matt to discuss projects for the Seed funding application
      - **Human Resources** **Deb**
      - Job descriptions are done
        - **Marketing and Communications** **Shaun**
        - Trade Show: coming up on the weekend. Volunteer spots are filled
        - Handout cards are ready: 20% off Pro Shop items. 2 for 1 green fees
        - New kids measuring system will be featured
        - Matt and Shaun are working with the GPS systems, and getting sponsors for carts, perhaps in groups of 10, at least for this year
        - Paulette suggested a meeting to come up with a price for advertising, then bring it to the Board for approval. Jenni, Shaun and Paulette will meet.
        - Dominic will provide aerial photos of each hole in return for a membership
          - **Sponsorships** **Jenni**
          - Jenni is researching sponsors for the hole signs at tee boxes. She is checking which sponsor companies still exist.
            - **Capital Committee:** Paulette
            - Completing the irrigation system and work on cart paths are the priorities for this year.
            - Tee boxes also need attention. Paulette will check whether Matt has ordered the material.
              - **Volunteers** **Joan**
              - Joan will set up a spreadsheet to track volunteer hours
              - The difficulty may be to capture all volunteer hours
                - **Ad Hoc Safety Committee** **Shaun and Ali**
                - Ali did the safety training session with Matt and Cole
                - Checklists and safety documentation are in place
                - The Club needs an OHS committee, made up of 2 Board members and 2 workers

## IX **New Business**

- **AD Hoc Cart Committee**
  - Shaun and John declared conflict of interest.
  - Hughie presented the Committee's findings, and there was a discussion about the proposed raising of the rates for private carts. This should be put to the membership.
  - There was a discussion about storage for carts. Ali suggested we create a committee to make a presentation at the Spring Meeting, and to review cart owners' plans for storage units.

**Motion: that all recommendations in the committee report, with the exception of raising the Trail fees, be accepted.** Moved by Hughie, s: Jenni. Carried, with 2 abstentions

- Matt will provide a definition of an acceptable golf cart
- Paulette brought up the subject of the annual cart passes, and suggested that the policy regarding a second driver might be drafted so that it would be consistent with private cart policy. Hughie suggested that the Committee define this policy and bring it to the Board.
- Shaun suggested increasing the number of Annual Cart passes to 10, then reassess for next year.
  - **Spring Meeting: Sunday June 5<sup>th</sup> at 2.00pm in the Club House**
  - **Payment of Memberships:** our policy states that Memberships be paid by **June 1<sup>st</sup>**. (Section 4 b & c). It is preferable that members pay before they start playing

**Motion: that Section 4 b and 4c be removed from our policy manual** Moved by Ali, s: Shaun. Carried

**X Next meeting June 5<sup>th</sup>, Noon** at the Club House

**XI. Adjournment:** Moved by Joan