



Meeting Minutes

November 15, 2016

Present: Meredith Wilson, Dominic Cousineau, Andy Couvrette, Joan Hirons, ,
Shaun Morris, Deborah Ross, Hughie Graham, John Nahanni

Regrets: Jenni Bruce*, Matt Gray, Euan McLean*, Geno Holick

Location: Third Floor Boardroom Coast Fraser Towers

* available by phone

I. Meeting began at 5.43pm

- A quorum was present

II. Approval of Agenda:

- Approval of agenda as amended: Moved by Deb, S: Hughie. Carried

III. Approval of Minutes

- Approval of minutes of September 12th, deferred to next meeting
- Approval of Minutes of October 5th: Moved by Hughie, S: Deb. Carried

IV. President's report Shaun see report

- Shaun is going through the process of criminal records check for the liquor license
- The gift cards have come in. They can be loaded with any amount, but are not reloadable. There is no expiry date. These need to be programmed into the accounting system as a Liability until they are spent.
- He is putting together a marketing package which should be ready by the end of the month
- Meredith mentioned that she has been talking to Renee Jones in regard to sponsorship of hole signs by Nunasi Corp

V. Treasurer's report Shaun

- \$50,000.00 has been moved from Capital to Operating account to cover outstanding expenses for course improvements.
- Balances: Capital: \$40,000.00, Operating: \$60,000.00

VI. General Manager's report: See report

- Andy asked about the cost of the chefs' overtime, and how we might minimize them. Hughie said it depends on what your revenue expectations are, whether the food service should be revenue neutral. At present, the revenue for food and beverages are recorded together. A discussion of options followed.
- Deb said that we need to look at how we want to staff the kitchen in future and formalize what we want to see.

VII. Old business

- a. Christmas Sale: Shaun said there is not enough inventory left for a Sale, but that we can offer the Gift Cards
- b. Board Training: It was decided to hold this after Christmas

VIII Committee Reports

- a. Rules and Handicaps: Euan (nothing to report)
- b. Tournaments: John and Dominic
 - John reported that he will be looking at different game formats.
 - He will feel out Canadian North in regard to sponsorship of the Midnight Tournament.
 - Shaun said he was looking at packages including Yellowknife and Whitehorse. This would involve Air North.
 - There was a discussion about the Mediocre Golf Association, and why people don't enjoy playing in regular tournaments.
- c. Grounds and Maintenance Geno and Andy
 - Andy asked when the budget will be ready so that planning can start for next season. He commented that there will be savings on grounds staff because of the irrigation system. Shaun will ask Matt for the budget before the next meeting.
- d. Government Relations Hughie and Jenni
 - Hughie reported that there is a call out from ITI for grant applications in the Tourism sector: \$25,000.00 for marketing and tourism, and \$50,000.00 (cost share) for tourism infrastructure (possibly refurbishing the tee boxes?)
- e. Human Resources: Deborah
 - Deb indicated that she would like to have a discussion with Matt to find out if there were any problems with our policies
 - Hughie said we need a Code of Ethics
- f. Marketing, communications, sponsorships Shaun, Jenni, Meredith and Dominic
 - See paragraph in President's report, and sponsorship options list
 - Shaun has been looking into the possibility of advertising in national golf magazines for huge exposure. This could be funded by ITI grant money. There was a discussion about the cost and potential value to the Club.
 - Another idea would be to offer a prize in a big charity raffle. This would spread the word down south, and attract the bucket list people, especially if packaged with a fishing trip.
- g. Capital Committee: Jenni No report
- h. Volunteers: Joan and Meredith
 - Once projects are planned, we can start looking for volunteers
- i. Safety Committee: Shaun and Deborah
 - Shaun: we are looking at getting new fuel tanks; Geno is getting prices for new and used tanks.
 - Deb reported that she has taken the Supervisor Safety Training Course through her work.

IX New Business

- John asked if we are looking at building additional cart storage, as 10 carts had to be left outside. This would be a Capital expense.
- Andy said we need a priority list and a business plan for 2017
- John suggested that we do the planning at our next meeting

X. **Next meeting:** Planning meeting: December 10th, at 11.00am in the Board Room in Lower YK Mall

XI. **Adjournment:** Moved by Andy at 7.28 pm