

**SMITHS FALLS GOLF AND COUNTRY CLUB
MINUTES OF BOARD MEETING # 2**

Smiths Falls Golf and Country Club

P.O. Box 143, Smiths Falls, K7A 4S9

www.smithsfallsgolf.com

**Board of Directors
Meeting # 2**

Monday, July 12, 2021

Smiths Falls Golf & Country Club

Directors Present: Doug Hart, Clare Sanderson, Dan Imbeau, Paul Cadeau, Ron Dolinki, Chris Gray, Glenda Cooke, Larry McIntosh, Roy Leach, Colin Brown, Marc Brus, Warren Garton.

Also present: Gord Percy (General Manager / Head Professional)

Directors Regrets: Scott Devonshire, Jeff Drummond.

1. The meeting was called to order by President Paul Cadeau - Time 6:00 P.M.
(quorum present)

2. **Motion to approve minutes of meeting #9 held Thursday, February 18, 2021 and to approve minutes of meeting #1 held Sunday, March 14, 2021.** (held during AGM)
Motion to approve - Roy Leach
Seconded by Larry McIntosh - Carried
(Due to Covid restrictions the Board of Directors were unable to meet during the months of April, May and June)

3. **Property sale proceeds - Gord Percy**
The money received from the sale of the land property (\$384K) has been set aside until strategic planning will show how this money can be best used to benefit the Club. Glenda Cooke inquired if the Club had received professional advice on the taxation issue related to the sale of the property, wanting to ensure due diligence had been carried out. Gord Percy assured any taxation issues had been answered after seeking advice from a lawyer with knowledge in the area of non-profit organizations. The lawyer had been recommended by two auditors. Glenda asked if the received advice was documented for future reference.

4. **Current bylaws and need for review and revisions - Paul Cadeau**
Seeking information from lawyer regarding compliance. One bylaw change is the inclusion in the minutes of a "conflict of interest declaration statement."

5. **Declaration by Board Members of any possible conflict of interest on Agenda -**
No declarations.

Gord Percy had distributed (via e-mail) a very lengthy and detailed report covering all areas of the Club to bring the Directors up to date prior to the meeting so any questions could be answered during the session. President Paul thanked Gord for providing such an informative report. The highlights are recorded under committee reports.

SMITHS FALLS GOLF AND COUNTRY CLUB

MINUTES OF BOARD MEETING # 2

6. Committee Reports:

a) **Finance - Gord Percy**

We are in a strong financial position. The Executive had discussions with the bank on how to manage the construction loan, considering different options for one year.

There are many variables that we cannot control due to Covid. Once we know more definitely, we can decide our path.

An irregularity with Golf Canada card payments has been solved. The irregularity led to a discussion of accounting.

b) **Membership - Gord Percy**

As of today, we have 496 members. There has been a good uptake in the younger intermediate category, however to keep them we need tee times available later in the day.

We have a good mix of membership currently. Hopefully post Covid counts will be good.

c) **Greens - Gord Percy**

The course is in good shape and members seem mostly happy. As usual bunkers are a topic of concern and options are being looked into.

Chris Gray commented the new debris dumping area is unsightly and needs to be addressed.

Discussions regarding the box car are on going.

Exposed pipes on fairways need attention.

Ontario enters stage three Friday, July 16, 2021 for Covid regulations and things will start to return to normal. (Rakes in bunkers, removing the flag, ball washers, no face masks required in carts, access to Clubhouse and locker rooms)

d) **House - Gord Percy / Warren Garton**

All of the outstanding renovations in the bar area have been completed.

The Ladies locker room has been cleaned up and updating has been completed.

Lockers in the Men's locker room are being fixed and painted. New benches to be purchased.

The walkway at lower entry is almost complete with a new wall and interlock, drainage installed along with some flower planters.

New furniture is needed inside the members' area of the Clubhouse.

A second ice machine has been purchased and located down stairs mainly for the beverage carts.

Tents damaged during a microburst are waiting parts for repair.

Awaiting quotes and an assessment for roof.

Clubhouse main door repaired and towel dispensers installed in washrooms.

Roy Leach has been busy painting.

A leak in the Board room needed to be addressed and will require follow up.

e) **Bar - Gord Percy / Doug Hart**

The Bar sales are pretty much level with last year. More beer sales but less wine, likely because we have been outside. Liquor sales are about the same. Inventory is good and sales expected to return to normal once we are allowed to fully operate.

There are two new fully wrapped professional looking beverage carts. Test runs will be reviewed to see when to best staff and use. Discussions took place regarding the use of the 'Hut' considering service and profitability.

**SMITHS FALLS GOLF AND COUNTRY CLUB
MINUTES OF BOARD MEETING # 2**

f) Pro Shop - Gord Percy / Larry McIntosh

Pro Shop sales are doing alright considering we cannot get inventory easily or in a timely fashion. The staff are accustomed to the new processes and things are running smoothly. Better management and streamlined range memberships have increased revenues. Customer service is improving between staff and members. Rudeness will not be tolerated. Rounds of golf for June were 7,250 versus 5,800 last year. Maintaining pace of play is important.

The back shop is improving gradually and Gord is happy with the staff.

A new safer ball picker is required next year to protect staff. The ball washer will soon need to be replaced.

Ten new carts have been ordered. Individuals have been allowed to ride alone due to Covid resulting in additional gas costs at about \$ 500 extra per week. Unless there is a documented health issue we will be enforcing the two carts per group rule.

g) Kitchen - Gord Percy

Tina Johnson has started to receive rent subsidies from the government. Gord will meet with Tina to discuss finances and contract.

h) Ethics - Paul Cadeau

President Paul reminded the Directors they must comply with all Club rules and regulations the same as other members.

i) Health and Safety - Gord Percy / Ron Dolinki

Safety is always an important concern in the Clubhouse and on the Course. There are some ruts and cart paths that need attention. The approach rails on the bridges also need to be looked at for safety concerns.

Ron Dolinki presented the annual mandatory "Occupational Health & Safety Program Review." Gord will distribute by email for the Directors to review.

j) Club Captain Report - Clare Sanderson

Match plays are on schedule.

There have been some comments about qualifying rounds being slow and using tee times on weekends. Clare pointed out due to the late start this year rounds could not take place earlier in the season.

Regarding requests to move the drop zone on #16 from its local rule position Clare is willing to discuss / review. Many members feel the current position makes a very difficult shot for an appropriate landing on the green due to the slope. Also, the drop area is in poor condition.

Our Men's Intersectional team had a victory at home on July 4, 2021.

Payment for Club Championships will be done at the registration desk the day of play.

k) Ladies President Report - Chris Gray

The Ladies Intersectional team played at home Sunday, July 11, 2021. A very strong team, with some new younger members, were able to win their division and advance into Division C. Senior intersectional will be held Monday, August 30, 2021 at Rideauview. Qualifying rounds will be held July 27 and August 7, 2021. Practice rounds are not expected, as many private Clubs are allowing only members on their courses, due to Covid.

**SMITHS FALLS GOLF AND COUNTRY CLUB
MINUTES OF BOARD MEETING # 2**

l) Recording Director - Glenda Cooke

The quarterly "Management Certificate of Compliance" dated July 9, 2021 was submitted by Gord Percy.

m) Diversity - Paul Cadeau

No concerns noted.

n) Junior Program - Gord Percy

Hope to get half day camps started. It is also difficult to find time for the youth to get on the Course.

o) Strategic Planning - Paul Cadeau / Gord Percy

The committees have been asked to make a priority list for their areas. Once the lists are completed a meeting will be held to review and identify then develop a plan.

p) Leagues - Gord Percy

Gord has spoken with the organizers of the Tuesday / Thursday Twilight leagues seeking a compatible way for the leagues to play while also allowing tee times available for others. A possible solution is to close nine holes for the leagues and alternate the nine holes each week. The management recognizes the leagues are an important fabric of our Club.

q) Web Site / social media - Colin Brown

By the end of the year, it is hoped to have an updated plan for the Website after reviewing what the actual content should be and the format.

It was also suggested a members' newsletter would be informative.

OTHER (discussions/comments)

- ❖ Larry McIntosh noted the Ottawa Hunt Club in 2022 will once again be hosting the CP Women's Open and we will be seeking volunteers from our Club to help.

7. Next meeting will be held on July 26, 2021 at the Smiths Falls Golf and Country Club @ 6:00 P.M.

**8. MOTION to adjourn at 8:30 P.M. by Colin Brown
Seconded by - Warren Garton - Carried**

**SMITHS FALLS GOLF AND COUNTRY CLUB
MINUTES OF BOARD MEETING # 2**

<u>Directors Attendance</u>	
Name	Number of meetings attended
Paul Cadeau	2
Colin Brown	2
Mark Brus	2
Glenda Cooke	2
Scott Devonshire	0
Ron Dolinki	2
Jeff Drummond	1
Warren Garton	2
Chris Gray**	2
Doug Hart	2
Dan Imbeau	2
Roy Leach	2
Larry McIntosh	2
Clare Sanderson	2

** Ladies Club President