

**SMITHS FALLS GOLF AND COUNTRY CLUB
MINUTES OF BOARD MEETING # 7**

Smiths Falls Golf and Country Club

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

www.smithsfallsgolf.com

Board of Directors

Meeting # 7

Monday, October 26, 2020

Smiths Falls Golf & Country Club

Directors Present: Doug Hart, Clare Sanderson, Dan Imbeau, Paul Cadeau, Norm Devine, Mike Milks, Wayne Kearns, Ron Dolinki, Chris Gray, Glenda Cooke, Larry McIntosh, Roy Leach. Also present: Gord Percy, Ken Campbell.

Directors Regrets: Scott Devonshire, Warren Garton.

1. The meeting was called to order by President Wayne Kearns - Time 7:00 P.M.
(quorum present)
2. **MOTION to approve minutes of meeting # 6 held Monday, September 28, 2020.**
Motion to approve - Larry McIntosh
Seconded by - Doug Hart - Carried
3. **Committee reports:**
 - a) **Finance - Dan Imbeau**
A very detailed report was presented for both the fiscal year end month (Sept.) and the first month (Oct.) of the new year. Overall, this was one of our better Octobers financially. The auditors will be preparing our financial statements.
 - b) **Membership - Dan Imbeau**
New members for 2021 already total 47. Some members are prepaying for the coming season which is appreciated; it helps with the finances of the Club over the winter months.
 - c) **Greens - Ron Dolinki** (a summary of a submitted report)
Course - Greens have been aerated and will be top dressed as weather allows. Tee aeration will start tomorrow. Some insect damage, crabgrass and weed issues. This means some over seeding, fertilizer and most likely more insecticide applications. The irrigation system has been winterized. Dead trees marked for removal (volunteers needed). The yellow tees at # 6 and # 8 have been completed and # 9 will be finished soon. Wells are to be dug the second week of November. Stone walls on # 15 and # 16 will be done weather permitting. Blankets to be installed soon.

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Budget - At the end of the year Ken is approx. \$ 3,711 over last year's budget. Below are some expenses from last year that were added to this year's budget and some expenses from this season –

\$ 12,497.15 - construction of pathways # 2, # 7 and sod farm
\$ 1,300.00 - banked hours from Club renovations
\$ 3,525.00 - water permits

\$ 3,900.00 - shop roof
\$ 15,500.00 - out - front mower
\$ 12,000.00 - lease payment increase from 2019
\$ 1,700.00 - increase in insurance from 2019
\$ 1,100.00 - sod for # 6 and # 8 yellow tees
\$ 6,100.00 - stone for # 15 and # 16 tee walls

\$ 57,622.15 paid from this budget

This would put the Greens spending at approx. \$13,610.29 under last year, plus we will be approx. \$ 5,000 under in staff costs.

Equipment - The Fall parts order has been made for each company, hopefully early booking will help with delivery. The fuel rebate information has been handed in.

Staffing - The minimum wage increased by \$ 0.25/ hour as of Oct.1st. The 2021 seasonal budget is ready with pay increases included. Layoffs will start soon.

d) House - Paul Cadeau (a summary of a report)

Eastern Engineering Design is working on the design for the covered deck on the south side of the building. If footings are to be poured this year it will be on a tight time frame. There is hope to salvage some flowers from the bed. Estimates will be gathered and a licensed contractor sought for the job. There was a discussion highlighting the need and advantages of the deck.

Plans for locker room renovations are being noted. Volunteers, hopefully will undertake this project.

The AED needs to be mounted on the wall where it is visible to everyone. Staff need to be kept current in the training of first aid and the AED.

Cable for the televisions remain unconnected at this time.

e) Bar- Roy Leach

The yearend inventory is good. Greg and Veronica plan on returning. A meeting will be scheduled to plan for next year. The beverage carts remain a major concern. A discussion centered on topics such as design for function but also of prime importance is the safety and protection of the operators. Routes and stopping points must be reviewed.

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f) Pro Shop - Larry McIntosh

The sales were very successful with only approx. 142 pieces of clothing remaining. A meeting will be scheduled to discuss the cost of Pro Shop services for the upcoming year. Overall things are considered well and good.

g) Kitchen - Norm Devine

Tina Johnson and her team are looking forward to serving the SFG&CC in 2021. A “thank you” was extended to everyone who supported her during the unique and unexpected challenges of this COVID year. The report indicated the need for a new BBQ tent cover next year.

h) Ethics

Nothing to report

i) Health and Safety

Nothing to report

j) Men’s Captain Report - Clare Sanderson

By the end of the week notice should be received indicating which group our Men’s Senior Ryders Cup will participate in next year.

k) Ladies President Report

Nothing to report

l) Recording Director - Glenda Cooke

The “Management Certificate of Compliance” was received from Gord Percy and Ken Campbell.

Other remarks -

The regulation signs that are now required indicating “no vaping” as well as “no smoking” have been received after a delay from the Public Health Unit and will be installed over the winter.

A concern was received about a few players including members, who continue to smoke on the balcony, ignoring the signage. Next year a more assertive approach should be used to discourage this action.

m) Share Reconciliation - Ken Campbell

Shares are being distributed.

4. Standing Agenda Items -

- * House Renovation Project - above

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- * Land Sale Project - on going

- * Shares - Letters Patent Amendment
A special resolution for a "Letters Patent Amendment" passed by a show of hands. This resolution, as recommended by the Club lawyer, will require a special meeting of shareholders for a motion to not cap the number of shares available.

- * Special meeting/AGM Date -
Due to COVID restrictions the AGM may need to be delayed. If this should happen the current Directors will remain in their positions until the meeting can be held and the results of a pending election announced.
The special meeting (mentioned above) cannot be part of the AGM but may be held as a separate meeting at the same gathering.

5. New Business

Nomination for Directors and nomination committee -
Closing date for nominations is November 1st at noon.
The nominees will be contacted.

OTHER (discussions/comments)

Ken Campbell suggested the Club look at the current lease agreements vs interest rates to see if it is viable to pay off some high interest rate leases.

A discussion took place about the COVID year - how we managed and what would be addressed if restrictions should continue. Noted was the value of our League play and the Club looks forward to their return, when possible.

The date for the last day of play will be November 1st in order to prepare the Course for winter.

Structuring of staff needs to be reviewed considering experience, efficiency, commitment to length of time needed etc.

Policy and procedures should be reviewed and updated where needed.

6. Next meeting will be held on November 30, 2020 at the Smiths Falls Golf and Country Club @ 7:00 P.M.

**7. MOTION to adjourn at 9:45 P.M. by Dan Imbeau
Seconded by - Mike Milks - Carried**

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<u>Directors Attendance</u>	
Name	Number of meetings attended
Wayne Kearns	7
Paul Cadeau	7
Glenda Cooke	7
Norm Devine	7
Scott Devonshire	1
Ron Dolinki	6
Warren Garton	6
Chris Gray **	7
Doug Hart	6
Dan Imbeau	7
Roy Leach	7
Larry McIntosh	6
Mike Milks	6
Clare Sanderson	7

** Ladies Club President