

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

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

www.smithsfallsgolf.com

Board of Directors

Meeting #7

Monday, December 13, 2021
Smiths Falls Golf & Country Club

Directors Present: Paul Cadeau, Ron Dolinki, Chris Gray, Glenda Cooke, Larry McIntosh, Roy Leach, Mark Brus, Jeff Drummond, Warren Garton, Doug Hart, Colin Brown.

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

Directors Regrets: Scott Devonshire, Clare Sanderson.

Minutes by G. Cooke

1. The meeting was called to order by President Paul Cadeau - Time 5:00 P.M.
2. **Declaration by Board Members on any possible conflict of interest on agenda items -**
No declarations.
3. **Motion to approve minutes of meeting #6 held Monday, November 15, 2021.**
Motion to approve - Jeff Drummond
Seconded by - Larry McIntosh - Carried
4. **Not-for-Profit - Target timeline**
President Paul Cadeau presented an estimated timeline for the Not-for-Profit vote noting it was based on many items outside our control that could influence the target date.
5. **SFG&CC Board Management Report - Gord Percy**
A very detailed report regarding all areas of the club and course is provided prior to each meeting for the Directors to review and any questions or comments are addressed. The Directors are very appreciative for receiving this information; keeping the Board up to date. A hard copy of the entire report is attached to the approved minutes filed in the club office. (Highlights included under committee reports)

Committee Reports:

a) Finance - Gord Percy

The auditor's draft report is not completed at this time (notes to follow) however Gord can report the Club had a tremendous year with cash on hand.

b) Ethics - Colin Brown, Warren Garton, Glenda Cooke

The committee continues to review any harassment complaints and has suggested signage regarding harassment be acquired now for posting availability at the start of the season. A former "Code of Practice" was distributed for the Directors to read.

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c) Strategic Planning - Mark Brus, Gord Percy

The committee made a presentation to the Directors at a meeting on December 6th, 2021. The purpose of the meeting was to provide the Directors with a Scoping Document for strategic planning. The document was introduced with eight concepts:

- 1) Understand why the project was initiated.
- 2) Define the key objectives of the project.
- 3) Outline the project statement of work.
- 4) Identify major deliverables .
- 5) Select key milestones.
- 6) Identify major constraints.
- 7) List scope exclusions.
- 8) Obtain sign-off.

After much discussion it was decided to move forward for the time being with:

- 1) Simulator
- 2) Furniture - considering needs of Greg (bar) and Tina (kitchen)
- 3) Ball Picker - Ken to assist in finding an acceptable unit.
- 4) Caboose - repair

Under major deliverables, Ken Campbell, as Greens superintendent, prioritized the need for the purchase of an excavator. The needs included but not limited to time management, rental cost reductions, improvements and maintenance on the course.

Ken reported back to the Board of Directors tonight that after researching he recommends the purchase of a Kubota U48-5 excavator which is a 4.8-ton series 5 engine. Included is a two year warranty, two buckets; one 16-inch trenching bucket with a thumb and a tilting trenching bucket with an extra cutting blade. Cost \$88,000 at Weagant Farm Supplies.

After a discussion the following motion was made:

MOTION to purchase the excavator as recommended by Ken Campbell at a price of \$88,000 -

Motion to approve - Jeff Drummond

Seconded by Colin Brown - Carried

d) Election - Ron Dolinki

The nomination committee's final report indicates seven candidates now stand for the seven vacancies on the Board, therefore an election will not be required. It also supported the suggestion whenever future nomination requirements are posted the Directors Code of Practice be included.

e) Winter Activity/Liability; Skating on the pond, Cross Country Skiing -

During the winter months there has been an increase use of the grounds for a variety of recreation activities and the Club needs to investigate if there are liability issues. Our new insurance provider will be consulted.

f) Day of the week future meetings. Monday is a conflict in some cases.

After discussion it was decided the Board of Directors meeting would remain scheduled for Monday evenings until at least April when conflicts may become more of an issue.

g) Staff remuneration -

MOTION to move "In Camera" at 6:00 P.M. (Directors only) -

Motion to approve - Paul Cadeau

Seconded by - Ron Dolinki - Carried

MOTION to move "Out of Camera" at 6:19 P.M.-

Motion to approve - Jeff Drummond

Seconded by C. Brown - Carried

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OTHER (discussions/ comments)

- The concerns expressed by members regarding the need for a cap on our membership (to maintain tee times) is a regular topic of discussion at Board meetings. Membership numbers need to be monitored to establish a correct and sensible figure. Options could be a reduction in the number of green fee players or holding smaller sized tournaments.
 - Tentative date for AGM, February 20, 2022.
 - Gord Percy submitted the “Management Certificate of Compliance”, dated December 13, 2021.
 - President Paul thanked the Directors for their support and dedication dealing with the challenges of this past year and those that will continue into the next few years. He thanked Gord Percy for clarity on many issues and handling many challenges including those with members and staff.
6. Next meeting will be held on January 17, 2022 at the Smiths Falls Golf and Country Club @ 5:00 P.M.
7. **MOTION to adjourn at 6:20 P.M. by Jeff Drummond**
Seconded by - Colin Brown - Carried

<u>Directors Attendance</u>	
Name	Number of meetings attended
Paul Cadeau	7
Colin Brown	6
Mark Brus	7
Glenda Cooke	7
Scott Devonshire	0
Ron Dolinki	7
Jeff Drummond	6
Warren Garton	6
Chris Gray*	7
Doug Hart	6
Dan Imbeau	**
Roy Leach	7
Larry McIntosh	7
Clare Sanderson	5

*Ladies President

** Resignation accepted September, 2021