

SMITHS FALLS GOLF and COUNTRY CLUB

MINUTES OF BOARD MEETING # 8

Smiths Falls Golf and Country Club
P.O. Box 143, Smiths Falls, ON., K7A 4S9
www.smithsfallsgolf.com

Board of Directors Meeting # 8

Monday, February 7, 2022
Smiths Falls Golf and Country Club

Directors Present: Paul Cadeau, Ron Dolinki, Glenda Cooke, Roy Leach, Jeff Drummond, Doug Hart, Colin Brown, Clare Sanderson.

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

Directors Regrets: Scott Devonshire, Chris Gray, Mark Brus, Larry McIntosh, Warren Garton.

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 #7 held Monday, December 13, 2021.**
Motion to approve - Doug Hart
Seconded by Ron Dolinki - Carried

Note: Due to COVID restrictions the Board of Directors meeting could not be held in January, 2022.

4. **Current bylaws and need for review and revisions - Paul Cadeau**
The lawyers are giving positive feedback with the current draft of the new bylaws and we could possibly have a final draft in place by week ending February 25, 2022.
The process is a couple of weeks behind and the timeline is tight to meet our "hopeful" target for the special members meeting and grant applications.
5. **Not - for - Profit: Next Steps - Paul Cadeau**
The legal group is developing ballots, proxy votes and the manner of counting the votes.
Hopefully the tentative target date will be met so grant applications can be submitted this year.
The process requires much detail and time in order to get it done correctly.
6. **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)

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Committee Reports:

a) Finance - Gord Percy

The Club remains compliant with obligations to the government and banks. The launch monitor and simulator have been purchased. The purchase of the approved furniture and range equipment is pending. Direct deposit of staff pay is under consideration. Prior to the meeting the auditors draft of the Club's financial statements was distributed to the Directors for review. This positive report resulted in the following motion:

MOTION to accept the financial report as presented.

Motion to approve - Ron Dolinki

Seconded by - Roy Leach - Carried

Wage increases, fuel and items such a fertilizer will have a great impact on the budget. Foresight saw the pre-ordering of some items last Fall to avoid this increase. A decision regarding our mortgage should be made by June.

b) Membership - Gord Percy

Evaluation of the likelihood of members returning is needed in order to decide if a membership cap is imposed. Volunteers will attempt to make contact with members to gain this information and report back at next Board meeting.

c) Greens - Gord Percy / Ron Dolinki

The plentiful snow and very cold weather have slowed the tree removal work. Improving the pathway on hole #18 remains a priority. The excavator, recently purchased, will help with this project. There was a discussion if a dump trailer or a dump truck would provide useful to the equipment inventory.

d) House - Gord Percy

Repairs from the flood are complete. The search for a full-time cleaning employee continues. The project list and scheduled maintenance work continues.

e) Bar - Gord Percy / Doug Hart

Additional events planned for this year will help the bar revenue. Changes or improvements have been discussed with the bar manager. Excess inventory resulting form a COVID related wedding cancellation needs to have expiry dates monitored.

f) Pro Shop - Gord Percy

Orders are still being finalized. The arrival of delayed orders has resulted in some winter sales. The simulator and launch monitor have been set up in the Club house and appears to have been received well.

The position for an associate PGA professional is being finalized.

g) Kitchen - Gord Percy

The new contract with Tina Johnson is expected to be signed this week.

h) Ethics - Colin Brown / Glenda Cooke

The COVID lockdown has delayed some meetings.

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i) Health and Safety - Gord Percy

Vaccination status of everyone attending events is checked.
Fire extinguishers will be replaced next week and staff training is due.

j) Club Captain Report - Gord Percy

Gord Percy has met with Barry Clark, the new Club Captain, to work on a schedule and required certification. A meeting with the Ladies Captain will be arranged.

k) Ladies President

Nothing to report.

l) Recording Director - Glenda Cooke

The "Management Certificate of Compliance" was submitted by Gord Percy; dated Feb. 7, 2022.

m) Diversity

Nothing to report.

n) Junior Program - Jeff Drummond / Gord Percy

The associate PGA and Jeff Drummond will be hands on with this program working closely with Gord.

o) Strategic Planning / Long Term Planning - Colin Brown / Gord Percy

Mark currently is away but will continue with this project upon his return.

p) Leagues - Gord Percy / Jeff Drummond

Assuming league play will return to normal, plans are underway.

q) Web site / social media - Gord Percy

The website is being modernized to a new platform and when complete Amey Doyle, who has experience in this area, has volunteered her time.

r) Membership / Volunteers - Gord Percy

The list of outstanding projects to be addressed was reviewed. The Caboose improvements, with volunteer assistance, working with a local contractor hope to begin in the spring and be completed before the season opening.
The volunteer time assisting with the projects is greatly appreciated.

OTHER (discussions / comments)

- Our inquiry to our insurance provider concerning liability of people skating on the pond, resulted in recommending posting "No Trespassing" signs.
- Gord sent an email to members regarding the new on-site Trackman simulator and the specifics about usage and payment.
- The AGM has been rescheduled to March 20, 2022 at 2:00 P.M.

7. Next meeting will be held Wednesday, March 2, 2022 at the Smiths Falls Golf and Country Club @ 5:00 P.M.

8. **MOTION to adjourn at 6:35 P.M. by Clare Sanderson**
Seconded by - Jeff Drummond - Carried

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Directors Attendance	
Name	Number of meetings attended
Paul Cadeau	8
Colin Brown	7
Mark Brus	7
Glenda Cooke	8
Scott Devonshire	0
Ron Dolinki	8
Jeff Drummond	7
Warren Garton	6
Chris Gray*	7
Doug Hart	7
Dan Imbeau	**
Roy Leach	8
Larry McIntosh	7
Clare Sanderson	6

*Ladies President

**Resignation accepted September, 2021