

SMITHS FALLS GOLF and COUNTRY CLUB

Minutes of Board Meeting # 2

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

Board of Directors Meeting # 2 (2023 -2024)

Monday, April 17, 2023
Smiths Falls Golf and Country Club

Directors Present: Paul Cadeau, Glenda Cooke, Roy Leach, Bob Mulrooney, Rob Dopson, Colin Brown, Lynn Pominville, Christine Chambers, Larry McIntosh.

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

Directors Regrets: Ron Dolinki.

1. The meeting was called to order by President Paul Cadeau - Time 4:58 P.M.
(Quorum present)
2. **Declaration by Board Members on any possible conflict of interest on agenda items -**
No declarations.
3. **MOTION to approve minutes of meeting # 13 held Tuesday, February 28, 2023 -**
Motion to approve - Chris Chambers
Seconded by Roy Leach - Carried
Motion to approve minutes of meeting # 1 (for the new term) held March 26, 2023 -
Motion to approve - Bob Mulrooney
Seconded by Lynn Pominville - Carried
4. **AGM - Follow Up - All**
Over all the meeting went well with good attendance. Afterwards several compliments were extended to the Board for their work on behalf of the club and members.
5. **Deck / Wheelchair Access Update - Paul Cadeau**
No current update on the railing other than to note spindles would be used, rather than glass, for ease of maintenance. A decision regarding the posts of the pergola would also require consideration for maintenance and longevity.
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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7. Committee Reports:

a) Finance - Gord Percy / Bob Mulrooney

The Club is in compliance with our obligations to the government and the banks. Cash in bank accounts is up from February, when most of Ken Campbell's chemicals and fertilizers came in to the total of \$58K. Currently there are no real changes to finances since we are not up and running at this time.

Major new capital expenses upcoming include:

1. Remainder of deck work project costs, furniture, new paths, accessibility upgrades, window work.
2. Capital lease of utility vehicle.
3. Capital lease of nine carts.
4. Ball picker unit / vehicle.

There may be some larger expenses for gravel to repair paths and from extra tree work to deal with damage from the recent ice storm.

Bob Mulrooney commented because the Club presently requires the use of two different software systems for membership information the ability to track membership revenue from year to year could be easier for review and administration usage if the systems were integrated.

Gord noted it would be very expensive to link the two needed systems and currently he captures the required information on a spread sheet.

Bob made a recommendation for a streamlined process, if obtainable in the future, to provide a more desirable benefit for accounting.

b) Membership - Gord Percy

A more accurate final membership number should be available in the next couple of weeks. The main item on the June agenda will be a discussion of member classifications and initiation fees.

c) Greens - Storm Damage - Gord Percy / Ron Dolinki

Preparations to open are behind due to the storm. Volunteers are needed to help with the clean up. Spraying has taken place due to a notable high amount of damage from insects. Paths around the clubhouse need to be created. Once water levels subside the boxcar will be finished. Chris Chambers will organize a volunteer group to care for the flower beds. Any extra stone (from the deck) will be first used to create a new tee on # 18 then for various wall repairs.

d) House - Upgrades - Gord Percy / Roy Leach / Lynn Pominville

The deck project is progressing well. The lift will not be finished until mid May. Some flooding occurred after the storm and floor polishing is needed due to dust. Basic furniture has been ordered with more to follow after usage review. Certain grassy areas, with furniture will be available for smoking. Painting of the parking lot lines with new routing for carts will be done soon. A special thank you extended to Roy Leach, Chris Chambers, Lynn Pominville and Barry Clark for the great work in refreshing the Boardroom with wall repairs and painting. This room is usable once again and potentially can bring in revenue from rentals. President Paul remarked Not-For-Profit organizations can keep going when supported by such appreciated acts of volunteerism. The club office will be the next project tackled. Cases for the defibrillator machines will be placed in visible areas.

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e) Bar - Gord Percy / Rob Dopson

A smaller fridge has been purchased to help the traffic flow when both sides of clubhouse are in use. A small price increase will take place at the bar to cover inflation. Molson as absorbed some of the tax increase. Staffing is mainly arranged. Evaluation of service on the new patio will need to be reviewed.

f) Pro Shop - Gord Percy / Larry McIntosh

The simulator will stop Tuesday. Indoor fitting days were very successful and lucrative. Four outdoor fit days scheduled. LED lights and the generator panel will be installed prior to opening. Work has been done on the range and netting going up very soon.

g) Kitchen - Gord Percy / Larry McIntosh

The two-year kitchen contract ends after the golf season. Discussions with Tina Johnson will take place regarding renewal, along with seeing how service will work for the new patio.

h) Ethics - Colin Brown / Christine Chambers / Glenda Cooke

Nothing to report at this meeting.

i) Health and Safety - Gord Percy / Ron Dolinki

Employee training to take place.

WSIB guidelines are in place due to an employee injury (being monitored professionally) that occurred during the tarp take down.

The fire safety inspection found no issues.

j) Recording Director - Glenda Cooke

The signed 'Management Certificate of Compliance' was submitted by General Manager, Gord Percy, dated April 17, 2023.

Gord has picked up from our lawyers the record book for the old shareholders corporation. It will be stored in the safe along with electronic and paper copies of documents from over the years.

k) Website / Social Media - Gord Percy

Staff are auditing all aspects of the website to improve from top to bottom. General club information, pictures and the calendar will be updated.

Other

- Gord will be attending the PGA Championship in May.
- The PGA, in appreciation for allowing Gord to fulfill his presidential role bestowed the club \$10K again this year

8. The next meeting will be held Tuesday, May 23, 2023 at the Smiths Falls Golf and Country Club @ 5:00 P.M.

**9. MOTION to adjourn at 6:09 P.M. by Colin Brown
Seconded by Chris Chambers - Carried**

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| <u>Directors Meeting Attendance 2023-2024</u> | |
|--|------------------------------------|
| Name | Number of meetings attended |
| Paul Cadeau | 2 |
| Colin Brown | 1 |
| Christine Chambers | 2 |
| Glenda Cooke | 2 |
| Ron Dolinki | 1 |
| Rob Dopson | 1 |
| Roy Leach | 2 |
| Larry McIntosh | 2 |
| Bob Mulroney | 2 |
| Lynn Pominville | 2 |