

SMITHS FALLS GOLF and COUNTRY CLUB

Minutes of Board Meeting # 6

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

Board of Directors Meeting # 6 (2023 -2024)

Monday, August 14, 2023
Smiths Falls Golf and Country Club

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

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

Directors Regrets: Bob Mulrooney

1. The meeting was called to order by President Paul Cadeau - Time 5:00 P.M.
(Quorum present)
2. **Approval of Agenda Items -**
MOTION to approve agenda - Ron Dolinki
Seconded by Christine Chambers - Carried
Any other Business - none
3. **Declaration by Board Members on any possible conflict of interest on agenda items -**
None
4. **Approval of minutes from meeting # 5 held Monday, July 17, 2023 -**
Motion to approve - Larry McIntosh
Seconded by Lynn Pominville - Carried
5. **Terms of Reference for the Ethics / Diversity / Inclusion Committee -**
Final review including discussion of the By Law wording of "in conjunction with the Men's and the Ladies' Captains" sitting as members of the Ethics / Diversity / Inclusion committee.
Engaging the Captains to discuss any areas of concerns at regular committee meetings and in communicating to members information such as policies etc. could be of value.
MOTION to approve - Christine Chambers
Seconded by Roy Leach - Carried
6. **Election Committee - Identification of the committee members, process and timelines-**
Discussion of the items in preparation for an election.
7. **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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8. Committee Reports:

I) **Finance - Bob Mulrooney / Gord Percy**

All payables are up to date. Overall revenues and expenses are within budget.

A list will be prepared of capital expenditures and larger projects that should be prioritized and considered for the upcoming fiscal year.

II) **Membership - Gord Percy**

Adult membership stands at 480 and Juniors at 83. After a discussion regarding the initiation fee for new members the following motion was made -

MOTION to charge an initiation fee for new members with a rate to be decided in the future starting the 2024 season.

Motion to approve - Rob Dopson

Seconded by Larry McIntosh - Carried

Also, recommended was the development of an "Initiation Policy" stating clearly information on this topic for future reference.

III) **Greens - Ron Dolinki / Gord Percy**

The Course was rated on July 24, 2023 and results are pending. A "rough" mower is waiting for a repair part so extra long rough will be experienced this week.

Greens hollow tine aeration and topdressing will start soon. Nine holes at a time will be shut down, with no guests on the course, enabling things to get done efficiently and correctly. Some volunteer work will be requested. The new red tee on # 13 will be completed this week and sodded later. Subgrade for the red # 7 will start soon. Irrigation pipes and heads will be installed on all the new tees as time allows. A new path on # 6 with gravel will be installed. The fill being removed will be used for the new # 18 white tee and filling parts of bunkers that are always flooding.

At least two new wells need to be drilled. The wells are needed to achieve 300 gallons per minute from a combination of wells to replenish our pumping pond over a 24 - hour period.

The course must be off the creek sooner than we thought to avoid the added expense of flow testing that is required when using both the creek and the wells. Ken Campbell is advertising for staff. Finding staff, especially for night irrigation is very difficult and contributes to the need to upgrade the irrigation system. Thank you to the volunteers who helped with the boxcar. The surrounding area will be tidied up to enhance the view.

IV) **House - Roy Leach / Lynn Pominville / Gord Percy**

The electrician and plumber have not been back yet. The lift has been delivered to Saumure's and should be installed and cleaned up prior to the 25th of August. TSSA approval likely will not happen until October. New inside furniture is planned for next season. House expenses are about \$10K less than last year to this point.

V) **Bar - Rob Dopson / Gord Percy**

Beer sales continue to be strong. Other revenues are in line with budgeted amounts.

Expenses are level with last year other than Bar wages being down.

Table service needs to be improved and staff training is expected to make a difference next year. There is still a problem with personal alcohol being brought onto the grounds.

VI) **Pro Shop - Larry McIntosh / Gord Percy**

Outdoor fit days have gone well. The budget is almost the same as last year's final numbers.

The Junior program is going very well with incredible up take.

The staff are doing a great job dealing with slow play.

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VII) Kitchen - Larry McIntosh / Gord Percy

Tina Johnson's kitchen contract is in the second year of the two - year contract. The contract and any changes that the Club might wish to change / improve will be brought into the conversation. The Club's desire is to provide a welcoming, enjoyable and social dining experience. To achieve this there are some improvements needed such as the amalgamation of the bar and kitchen billing systems along with some other suggestions. It is realized time will be needed to achieve the overall goal.

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

Colin Brown presented to the Board the final recommendations and actions to be taken regarding the "Incident on the Patio, June 10, 2023." This concludes the investigation. State holders will be notified of the actions.

IX) Health and Safety - Ron Dolinki / Gord Percy

A "Lightning Policy" will be developed by Gord Percy. At this time, Rob Dopson, refreshed for the Directors our insurance policy coverage on this subject. Discussion of safety issues at some stone steps on the course.

X) Recording Director - Glenda Cooke

The signed 'Management Certificate of Compliance' was submitted by General Manager, Gord Percy, dated August 14, 2023. The individually signed "Code of Practice for Board Directors" document, required annually, were gave to General Manager, Gord Percy for keeping.

XI) Website / Social Media - Gord Percy

Work continues on improvements. Lynn Pominville suggested an update listing the current Board of Directors should take place for membership reference.

9. Round Table / Other business for discussion:

- PGA RBC Scramble regional qualifier is the 24TH and Gord will be with our playing team.
- Discussion of a "Playing Committee".
- Men's and Ladies' Captains application date was discussed.
- A question regarding the cost of hall rental was briefly discussed and answered.

10. Next Meeting Date:

Next meeting will be held Tuesday, September 19, 2023 at the Smiths Falls Golf and Country Club @ 5:00 P.M.

11. MOTION to adjourn at 6:30 P.M by Colin Brown Seconded by Lynn Pominville - Carried

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Directors Meeting Attendance 2023-2024

Name	Number of meetings attended
Paul Cadeau	6
Colin Brown	5
Christine Chambers	6
Glenda Cooke	6
Ron Dolinki	4
Rob Dopson	5
Roy Leach	6
Larry McIntosh	4
Bob Mulroney	5
Lynn Pominville	5