

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 (2023 -2024)

Monday, October 23, 2023
Smiths Falls Golf and Country Club

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

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

Directors Regrets: Rob Dopson.

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 - Ron Dolinki
Seconded by Larry McIntosh - Carried
3. **Declaration by Board Members on any possible conflict of interest on agenda items -**
None
4. **Approval of minutes from meeting # 7 held Tuesday, September 19, 2023 -**
Motion to approve - Lynn Pominville
Seconded by Roy Leach - Carried
5. **Budget Review - Employee Wages**
 - **Management and Staff Contracts**
 - **Revenue Stream Reviews**
 - **Capital Expenditures**

The above items were discussed briefly but deferred to the November Board meeting when a budget will be presented. Gord Percy provided a list of projects, highlighting those of priority. Directors were asked to recommend any addition items that might not have been noted.
6. **Election Process Update -**

Board nominations closed Sunday night with ten names on our list for six positions.
The nominating committee will review the expectations and ethics with the candidates, along with the knowledge the new Board works as a business orientated governance, according to the Club By laws and not as an operational body.
A tentative date for the AGM will be Sunday, February 18, 2024.
7. **Course Closing Date - October 31, 2023**

Winterizing the course early and correctly is important to maintain the great product our Club provides all season long.

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8. 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)

9. Committee Reports:

I) Finance - Bob Mulrooney / Gord Percy

Cash balance in our bank account is up from September and we are checking all our payables are up to date. The auditors will be here in November to finish working on our financials. Generally speaking, we are tracking to have a great year. Approval for a budget will take place at the December Board meeting.

II) Membership - Gord Percy

Fiscal year membership revenue was \$524K. Our totals are 481 adults and 85 juniors. There is an enormous interest and a good number of new people who are ready to sign up, creating a waiting list. The list grows every day! Current members are being asked to indicate their intentions for next season in order to get a good handle on budgeting and planning. Due to this interest a discussion took place regarding the possible need to have a cap on the membership, taking into consideration such concerns as availability of tee times.

The following motion resulted -

MOTION to set a cap of 500 adult members; to be reviewed annually.

Motion to approve - Ron Dolinki

Seconded by Bob Mulrooney - Carried

III) Greens - Ron Dolinki / Gord Percy

Completion of new tees will be ongoing and new sod brought in to finish. Bunker shaping on # 5 has begun. The irrigation lines were blown out. A large amount of tree work has been done and more planned. Volunteers are needed to work on specific areas with small trees needing to be cleaned up. Help is also needed to tarp the greens. A stockpile of chemicals is saving the Club from the continued product increase. Total course expense is over budget, almost totally due to chemicals and fertilizer, even though the Club had planned for increases. Grub control was a big factor.

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

The lift is in place and approved. The cleaning crew did a great job this year.

V) Bar - Rob Dopson / Gord Percy

Beer sales are up over last year. Other items are on budget. There will be continued efforts to improve service going forward.

VI) Pro Shop - Larry McIntosh / Gord Percy

Sales for the past season were ahead of budget. Inventory is good. Shoes and clubs are going back. With the late start and a terrible October last year budget numbers in some areas were not met. Wages are a bit higher than planned. Also, with more members there was need to support and provide services. The lease on twelve carts will be bought out.

VII) Kitchen - Larry McIntosh / Gord Percy

The contract with Tina Johnson will be finalized next week.

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VIII) Ethics - All Directors

The Board discussed in length how the Club can maintain its intention for all our members, staff and guests to have the opportunity to come to our Club and leave with a positive experience and enjoy the social atmosphere.

IX) Health and Safety - Ron Dolinki / Gord Percy

A WSIB claim was filed due to an employee twisting his knee. A drinking water inspection is scheduled for next week. Also, an inspector for the "Smoke-Free Ontario Act" was on site.

X) Recording Director - Glenda Cooke

The signed 'Management Certificate of Compliance' was submitted by General Manager, Gord Percy, dated October 23, 2023.

Minutes of the Directors meetings for the fiscal year October, 2022 to September, 2023 were given to Gord Percy for permanent record keeping in the Club office.

Minutes are posted on the website and bulletin board after approval.

XI) Website / Social Media - Gord Percy

Work to be done off season.

XII) Captains / Events -

The Closing event went off even though the weather was horrible. 54 members played and 96 attended the dinner. The men and women, along with the leagues held their closings. Gord has met with the league organizers to work on the schedule and any possible improvements. A decision, by the Board, regarding the Men and Ladies Club captains will be addressed at the November Board meeting. A meeting prior will take place regarding the roles and duties with the candidates.

10. Round Table / Other business for discussion:

- The OVGA is looking for volunteers to help with tournaments.
- Terms of Reference for committees will be on the November agenda.
- There was a question regarding the value of possibly obtaining credit card information at the time of green fee booking.
- Gord will be attending some PGA functions in November.

11. Next Meeting Date -

Next meeting will be held Monday, November 20, 2023 at the Smiths Falls Golf and Country Club @ 5:00 P.M.

12. MOTION to adjourn at 6:43 P.M. by Colin Brown

Seconded by Christine Chambers - Carried

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Directors Meeting Attendance 2023-2024

Name	Number of meetings attended
Paul Cadeau	8
Colin Brown	7
Christine Chambers	8
Glenda Cooke	8
Ron Dolinki	6
Rob Dopson	6
Roy Leach	8
Larry McIntosh	5
Bob Mulrooney	7
Lynn Pominville	7