

SMITHS FALLS GOLF and COUNTRY CLUB
Minutes of Board Meeting # 9

Smiths Falls Golf and Country Club

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

Board of Directors
Meeting # 9 (2023 -2024)

Monday, December 11, 2023
Smiths Falls Golf and Country Club

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

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

Directors Regrets: Bob Mulrooney.

1. The meeting was called to order by President Paul Cadeau - Time 4:00 P.M.
(Quorum present)
2. **Approval of Agenda Items -**
MOTION to approve - Larry McIntosh
Seconded by Roy Leach - Carried
3. **Declaration by Board Members on any possible conflict of interest on agenda items -**
None
4. **Approval of minutes from meeting # 8 held Monday, October 23, 2023 -**
Motion to approve - Ron Dolinki
Seconded by Lynn Pominville - Carried
5. **Budget Review -** Due to staffing issues at the auditor's office our financial report is behind schedule. The delay does have an impact on our budget review, scheduling of the AGM and voting schedule. An expected date of January 5, 2024 will allow the Board to move forward. A brief discussion took place regarding the pending budget, including any additional items that might need to be considered for future planning.
6. **Election Update -**
Biographies of the candidates will be sent out, separately from the AGM notice.
7. **Club Captains - Applications**
According to our new By Laws the Club Men's and Ladies Captains will form a playing committee chaired by the General Manager, Head Professional (or an appointed Director). Currently, a list of responsibilities and duties is being developed and will be shared with the candidates. There was one application for the Men's Captain and two for the Ladies Captain this year. The applications will be presented to the Directors and a vote will determine the successful candidate.
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)

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9. Committee Reports:

I) Finance - Bob Mulrooney / Gord Percy

The Club is in compliance with our obligations to the government and banks.

The auditors are working on our financial report.

The minimum wage did go up in October and will have a large effect on our budget. It impacts not only the cost of items purchased but also the wages of almost everyone in the organization. The feasibility of the cart program is being reviewed.

II) Membership - Gord Percy

Adult membership is 481, juniors 85. There is an enormous interest in joining our membership by new people. A cap of 500 adults is in place for the coming season. Current members have been asked to inform the Club of their intentions for next season to help with planning.

III) Greens - Ron Dolinki / Gord Percy

The Course has been winterized and due to the early punching of the Greens conditions should be great when opening. Volunteers, as always, were appreciated with the tarping.

Completion of the new tees will continue in the spring. Bunker shaping on # 5 has been completed. Tree work continues. Three new wells have been drilled.

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

The lift has been in use. The old ramp has been removed and the outside area will be cleaned up in the spring. Inside rails have been painted. Over the winter work will be done on the (downstairs) office.

V) Bar - Rob Dopson / Gord Percy

The bar will provide service for some December luncheons as well as evening parties and simulator use.

VI) Pro Shop - Larry McIntosh / Gord Percy

An email will be going out soon regarding any last second Christmas requests and provide information about the Trackman simulator use. The plan is to have John Doolan and most of the team back next season.

VII) Kitchen - Larry McIntosh / Gord Percy

The contract with Tina Johnson has been finalized. Methods to synchronize the operations between the kitchen and bar continue to be explored.

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

Club policies are to be reviewed once a year and revised as needed.

It was decided the review should become a standing agenda item for the second Directors meeting of each new term (usually March). This would allow new Directors the opportunity to become familiar with the Club policies.

IX) Health and Safety - Ron Dolinki / Gord Percy

Nothing to report.

X) Recording Director - Glenda Cooke

The signed 'Management Certificate of Compliance' was submitted by General Manager, Gord Percy, dated December 11, 2023.

Minutes are posted after approval.

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XI) Website / Social Media - Gord Percy

Our hosting services for email must be changed. There is much work to be done over the winter.

XII) PGA -

Both John Doolan and Gord Percy attended a PGA conference last week in Ottawa. Attendance always provides a great way to learn and bring improvements to the Club.

10. Round Table / Other business for discussion

- President Paul noted 'Terms of Reference' for some committees remain outstanding.
- Ron Dolinki at this time, extended congratulations on behalf of the Board, to Gord Percy on his recent tournament achievements:
 - * winning a one day, PGA of America event at Frisco, Texas.
 - * 9th in Mexico for head professionals at the Canadian PGA championship.
 - *Two, one day event wins in Las Vegas.
 - *Victory in Vegas at the 3-day, Baby Pro Am.

At this time Gord Percy was excused from the meeting in order for the Board of Directors to carry out the annual review of the General Manager / Head Professional salary contract. President Paul presented recommendations from the Executive committee for discussion. After deliberation the following motion was made:

MOTION to approve the annual salary contact recommendations as presented for the General Manager / Head Professional, Gord Percy.

Motion to approve - Roy Leach.

Seconded by Ron Dolinki - Carried (unanimously)

11. Next Meeting Date -

Next meeting will be held Monday, January 22, 2024 at the Smiths Falls Golf and Country Club @ 5:00 P.M.

12. MOTION to adjourn at 5:00 P.M. by Roy Leach

Seconded by Lynn Pominville - Carried

<u>Directors Meeting Attendance 2023-2024</u>	
Name	Number of meetings attended
Paul Cadeau	9
Colin Brown	8
Christine Chambers	9
Glenda Cooke	9
Ron Dolinki	7
Rob Dopson	7
Roy Leach	9
Larry McIntosh	6
Bob Mulrooney	7
Lynn Pominville	8