

**SMITHS FALLS GOLF and COUNTRY CLUB**  
**Minutes of Board Meeting # 10**

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Smiths Falls Golf and Country Club  
P.O. Box 143, Smiths Falls, ON, K7A 4S

[www.smithsfallsgolf.com](http://www.smithsfallsgolf.com)

**Board of Directors**  
**Meeting # 10 (2023 -2024)**

Monday, January 22, 2024  
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, Rob Dopson.

**Directors Regrets:** none

1. The meeting was called to order by President Paul Cadeau - Time 4:56 P.M.  
(Quorum present)
2. **Approval of Agenda Items -**  
**MOTION to approve - Colin Brown**  
**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 # 9 held Monday, December 11, 2023 -**  
**Motion to approve - Chris Chambers**  
**Seconded by Lynn Pominville - Carried**
5. **Budget Review -**  
Bob Mulrooney reviewed with the Directors the 2024 proposed budget prepared by Gord Percy.  
After discussion the following motion was made.  
**MOTION to accept the budget as presented -**  
**Motion to approve - Bob Mulrooney**  
**Seconded by Ron Dolinki - Carried**
6. **Election / AGM Update - Paul Cadeau**  
Electronic voting is under way and overall going well. The process is confidential.  
The financial report has not been received due to unavoidable issues at the accounting office.  
The financial report must be made available to members within a specific time frame prior to the AGM scheduled for February 18, 2024. Recent inquiries indicate the report is almost ready to be released for the Board to review.
7. **Club Captains Applications - Paul Cadeau / All**  
There is one candidate for the Men's Captain position and two for the Ladies Captain position.  
According to our new By Laws, the Board of Directors is responsible for reviewing the applications and voting to determine the successful candidate. Many discussions have taken place regarding how to develop a proper process to be used in this transition year and into the future.  
A successful candidate should be chosen based on experience, qualifications, abilities and other traits strongly aligned with defined responsibilities of a Club Captain, while working along side members / chair of the Playing committee. A template will be developed to grade the candidates on these skills, allowing the Directors to make an informed choice. The current Board concludes with the AGM, scheduled for February. Therefore, this item will need to be carried over to the incoming Board. Gord is confident he can work with any candidate chosen by the Board.

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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**

The auditors were on site the third week of November. As noted above under "Election" the final report as not been received. As soon as available the report will be provided to the Directors for review and approval. The CEBA loan as been paid back. Bob Mulrooney reviewed the balance of the Saumure patio bill with the Directors.

**II) Membership - Gord Percy**

Demand is high.

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

Machinery is being serviced in readiness for the season. Ken Campbell has been taking courses and submitting required reports to government agencies. Planning for the completion of projects and new projects will be up for discussion soon. Tree work will continue.

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

New furniture for the clubhouse will be purchased and improvements are planned for the downstairs office.  
Gord continues to look for the proper solution regarding the patio roof.

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

The bar has been very active, many events were held over for Christmas. The simulator sales are good.

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

Almost all purchasing has been done for the shop. The simulator is operating and continues to get busier, bringing in winter revenue. It is a great addition that helps retain staff and allows members to stay in golf shape while having fun.

**VII) Kitchen - Larry McIntosh / Gord Percy**

Gord will be speaking with some companies who deal with different types of arrangements between clubs and food / beverage departments. Improving customer service is always a priority.

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

There are no current issues.

**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 January 22, 2024.  
Minutes are posted after approval.

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**XI) Website / Social media - Gord Percy**

Our email provider has changed and our historical emails have been shifted to the new system. The website will be a focus prior to the season opening.

**10. Round Table / Other business for discussion:**

- Gord currently is in Orlando for the week attending the PGA show.
- It was noted this was the last meeting for the current Board. President Paul thanked the Directors for their work and commitment.

**11. Next Meeting Date -**

Next meeting will be held February 18, 2024 during the AGM at the Smiths Falls Golf and Country Club.

**12. MOTION to adjourn at 6:10 P.M. by Bob Mulrooney  
Seconded by Ron Dolinki - Carried**

<b><u>Directors Meeting Attendance 2023-2024</u></b>	
<b>Name</b>	<b>Number of meetings attended</b>
Paul Cadeau	10
Colin Brown	9
Christine Chambers	10
Glenda Cooke	10
Ron Dolinki	8
Rob Dopson	8
Roy Leach	10
Larry McIntosh	7
Bob Mulrooney	8
Lynn Pominville	9