

# SMITHS FALLS GOLF and COUNTRY CLUB

## MINUTES OF BOARD MEETING # 2

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Smiths Falls Golf and Country Club

P.O. Box 143, Smiths Falls, ON, K7A 4S9  
[www.smithsfallsgolf.com](http://www.smithsfallsgolf.com)

### Board of Directors Meeting # 2 for the year 2024-2025

Wednesday, March 6, 2024  
Smiths Falls Golf and Country Club

**Directors Present:** Paul Cadeau, Glenda Cooke, Roy Leach, Jeff Drummond, Rob Dopson,  
Bob Mulrooney, Doug Hart (via phone link)

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

**Directors Regrets:** Colin Brown, Ron Dolinki

1. The meeting was called to order by President Paul Cadeau - Time 4:57 P.M.
2. **Approval of Agenda Items -**  
**MOTION to approve - Rob Dopson**  
**Seconded by Roy Leach - Carried**
3. **Declaration by Board Members on any possible conflict of interest on agenda items -**  
No declarations.
4. **MOTION to approve minutes of meeting #10 held Monday, January 22, 2024 -**  
**MOTION to approve minutes of meeting #1 (for the Board year 2024 - 2025) held February 18, 2024 -**  
**Motion to approve - Bob Mulrooney**  
**Seconded by Glenda Cooke - Carried**
5. **Club Captains -**  
According to the Club by laws "Article 9 Committees, Section 5":  
"All applications will be reviewed by and voted on by the Board".

There was only one application submitted for Men's Club Captain position.

**MOTION to approve Barry Clark as Men's Captain for the upcoming season -**  
**Motion to approve - Jeff Drummond**  
**Seconded by Rob Dopson - Carried**

Two applications were received for the Ladies Club Captain position. Each director had the opportunity to familiarize themselves with the submitted biographies / qualifications prior to attending the meeting. All directors cast a vote by ballot or electronic means.

Gord Percy announced the successful candidate after tallying the votes.

**MOTION to accept the vote to approve Cathy Burgess as Ladies Club Captain for the upcoming season -**  
**Motion to approve - Jeff Drummond**  
**Seconded by Glenda Cooke - Carried**

Candidates will be informed of results by electronic means.

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### **6. Committee Structure - Paul Cadeau**

President Paul asked directors to advise him if they had a specific interest in a committee. Club members in good standing may be selected by the committee chairperson to serve on committees, subject to Board approval. A discussion followed noting the current Board has only one female director. To foster an atmosphere of equity, diversity and inclusion, female members should be considered to accept the commitment to sit on a committee.

### **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)

### **8. Committee Reports: (as of this meeting committees are not established for this year)**

#### **I) Finance - Gord Percy**

The Club is in compliance with our obligations to the government and the banks. Bob Mulrooney is appreciated for keeping a close eye on our finances. All our loans are paid off except for the last mortgage. This time of year, is our low point for bank balance.

Upcoming larger expenditures include;

Inventory for Pro Shop

Inventory for Bar

New Furniture

Products for Course Maintenance

Refurbish clubhouse office

Gord has submitted a grant through Trillium towards a capital project which of course is the irrigation / water usage plan. Unfortunately, it could take four months to hear if successful.

It is important to note that we only have a few years to get away from using Otter Creek so delays are not an option. The project will be over two fiscal years and will be very expensive.

#### **II) Membership - Gord Percy**

There is still a good-sized wait list. An effort will be made to contact members who have not responded to the request to notify the Club with their intentions. The information is needed for planning and to inform individuals on the waiting list.

#### **III) Greens - Gord Percy**

Ken Campbell is preparing for the upcoming season. More tree work has been done including the big one behind 10 green, on 6 and the hole 7 by the bridge. Straw has been taken off the greens and the weather is being watched closely. Ken as advertised for an assistant but it is a tough market with no interest at this time. Younger help is needed to handle physical work.

Guest green fees were a topic of discussion.

#### **IV) House - Gord Percy**

New furniture will be purchased and the office down stairs will be fixed up.

Solutions for the patio roofing (heat) are on going.

#### **V) Bar - Gord Percy**

Preparing for the opening soon. Sales have been good with simulator use. A small price increase expected. Additional staffing needed due to turnover and increased coverage at certain times.

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### **VI) Pro Shop - Gord Percy**

Fitting days with the simulator are booked up. The Shiners tournament has cancelled this year due to lack of organizers and sponsors.

### **VII) Kitchen - Gord Percy**

More events are planned such as the dance tomorrow night, wing night, fish and chip night along with more buffets. Training of bar and kitchen staff to be started.

### **VIII) Ethics - Gord Percy**

Nothing to report.

### **IX) Health and Safety - Gord Percy**

First aid and defibrillator training will be done.  
The defibrillator batteries need to be changed.

### **X) Recording Director - Glenda Cooke**

The "Management Certificate of Compliance" was submitted by General Manager, Gord Percy dated March 6, 2024.  
Approved minutes are posted on the website and bulletin board.

### **XI) Web site / social media - Gord Percy**

Our website will be a focus prior to opening. Good photos have been taken.

### **XII) Captains / Events**

The Captains' document was sent by President Paul to our lawyer, Shane Kelford, to seek legal advice on the by laws lack of clarity in a specific section. His response provided interpretation and therefore clarification to the Board.  
As soon as possible Gord will meet with the Captains to finalize the calendar and then develop plans. The Playing committee will convene soon after.

### **XIII) PGA - Gord Percy**

Gord will be attending the Masters. His final day of meetings with the PGA Board is April 19<sup>th</sup>. He extended thank you to the Board, club members and staff for the support he has received during his term as President of the PGA of Canada.

## **9. Round Table / Other business for discussions**

- Next meeting will have a review of Club policies / documents.
- It was suggested the club membership would probably appreciate an email indicating current names of the current Board along with the name of the Club Captains for the coming season.

## **10. Next Meeting Date -**

Next meeting will be held Wednesday, April 17, 2024 at the Smiths Falls Golf and Country Club.

## **11. MOTION to adjourn at 6:00 P.M. by Jeff Drummond**

**Seconded by Glenda Cooke - Carried**

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<b>Directors Attendance 2024-2025</b>	
<b>Name</b>	<b>Number of meetings attended</b>
Colin Brown	1
Paul Cadeau	2
Glenda Cooke	2
Ron Dolinki	1
Rob Dopson	2
Jeff Drummond	2
Doug Hart	2
Roy Leach	2
Bob Mulrooney	2