

Mount Brenton Golf Course
Board of Directors Meeting
August 27, 2019
Boardroom, Best Western Hotel, Chemainus

In Attendance: Marjory Miller, Kath Burnell, Bruce Greenhill, Len Shaw, Richard Oldfield, Bob McGavin, Sue Kubisheski, Chris Fritsch

Guest: Ernie Whitelaw

Absent: Donna Kendall

A quorum being Present, the Chairman declared the meeting validly constituted.

Approval of the Minutes of Aug 1 acknowledging Jan's attendance at the meeting

Motion by Marjory Miller to accept minutes, seconded by Len Shaw PASSED

Motion by Richard Oldfield to accept the Aug 27 agenda, seconded by Marjory Miller PASSED

Business Arising

A clearance letter from Worksafe BC is required from Vancouver Island Catering.

1. Pro Shop

Jan was absent so no report was presented to the directors

02. Grounds and Fairways:

Dates:

Sept 7 and 8 Men's Amateur

Sept 10 and 11 Greens Aeration

October 7-11 Fairway Aeration (weather permitting)

The AED's are now registered with PAD for location verification. This needs to be checked and submitted monthly.

A quote was obtained for 27,000 to renovate both washrooms. This includes tile, paneling, new cabinets, moving the toilets away from the wall and painting.

There are approximately 10 sites for memorial trees. The member will be responsible for the cost of tree and plaque. A newsletter will need to be sent to the members, outlining the procedure.

By combining all required maintenance on the course and doing a hole by hole evaluation, there are now 4 pages of items to be considered. An immediate and a 5 year plan will be implemented and a committee established in November for strategic planning.

A discussion was held considering member's dues, the revenue collected and a workable budget. It was decided a budget for repairs will be held off until the price of dues has been set in October. Len, Bob, and Art will prepare a budget.

Ernie mentioned that extra staff will be required in the late fall or early spring to tackle maintenance. Ernie will contact the plumbing company to power press the lines and inspect the septic system.

03. House

Art will have a meeting with Azam to discuss the shortfall in his rent payments and his opening hours of service.

The mat at the door in the foyer needs to be replaced. Marjory will purchase a new mat.

04. First Tee Club Captain

Due to Jan's holidays Kath was unable to meet with him to discuss procedures about conflict resolution.

Art offered to talk to any members about proper conduct this month, if required. A monthly incident report was presented by Kath.

The Captains met with Jan.

The men would like Jan for scoring, while the women feel it's not necessary for their group.

It was reinforced that Jan is responsible for any conflicts pertaining to his employees.

Everyone is presently welcomed in the restaurant.

05. Finance

The July financial statements were presented by Bob.

It was felt that a more favourable balance between assets and liabilities was held compared to 2018.

6. Cart Shed

The steel is erected and the framers are now working. The contractor says the project is on track for time.

90/120 of the shed's spots are spoken for by members that previously held a spot.

Van Isle will guarantee us that there will be carts left here in January if required. Ron from Van Isle is supplying an de-ionization station, value of 900.

A motion was presented by Chris, seconded by Marjorie, to clarify the wording of Minute Item 15 - Older Gas Carts. Specifically to remove all reference to gas carts.

The motion will be amended to read :

Be it resolved that the Mount Brenton Golf Cart Policy be amended to require all *member* golf carts and *accessory equipment, such as chargers* over 20 years of age be inspected, repaired, refurbished *and certified* to industry standards, and *re-certified* as such every 2 years by a service supplier acceptable to the Board. *Failure to comply within a reasonable period will void the Cart Rental Agreement and result in removal of the cart from the Cart Shed.*

PASSED

07. Marketing

Advertising for three new tee hole signs have been acquired by the marketing committee.

The men's amateur requested 130 complimentary golf passes for all non-members of the tournament.

Discussion on the marketing strategy by offering passes ensued. The present policy will need to be reviewed and amended.

It was moved to grant 30 passes to the men's amateur with the understanding that the policy is under review by Len. Seconded by Bruce.

PASSED

08. Rental Property

The application and support letter to North Cowichan to amend the zoning will be finalized this week. An environmental quote was obtained for 3000. An additional quote is required.

In addition a septic report is required. Bruce will reach out to secure a consultation and quote from a registered onsite wastewater practitioner.

A cheque for 2500 needs to accompany the application.

09. Pro Shop Business

A meeting will be held to discuss projected costs and revenue.
Purchasing a fleet of carts by securing a bank loan is more economically practical than leasing.

10. Cross Walk initiative

North Cowichan acknowledged the letter the board sent at the Chemainus Improvement meeting .

11. Liquor license update

The occupancy load report has been approved for 24 occupants for the deck; 96 for the restaurant.

12. Power Carts

It was decided to add the punch cards to business arising so Jan could be included in the decision making about the details.

13. Smoking Ban

Chris moved that the wording include vapour products, seconded by Len.

PASSED

Be it resolved that Mount Brenton's no smoking policy includes 'all tobacco and vapour products'.

Motion to adjourn proposed by Richard Oldfield, seconded by Bob McGavin

PASSED

Meeting adjourned at 4:30 p.m.