

Meeting Minutes

Mount Brenton Golf Course Ltd

Meeting Date: *January 8, 2020*

Attendees

Art Kendall, Len Shaw, Bruce Greenhill, Marjory Miller, Donna Kendall, Chris Fritsch, Richard Oldfield

Guest: Jan Best, Ernie Whitelaw

Secretary: Lori Lerner

Absent

Sue Kubisheski

Agenda

- *Pro Shop Report* *Jan Best*
- *Grounds and Greens* *Ernie Whitelaw, Len Shaw, Chris Fritsch*
- *House Committee* *Kath Burnell, Donna Kendall, Art Kendall*
- *First Tee and Club Captain report* *Kath Burnell*
- *Finance report* *Art Kendall, Lori Lerner*
- *Liquor license update* *Richard Oldfield*
- *Cart shed update*
- *Pro Shop contract ratification*
- *Food and Beverage contract ratification*
- *Rental Home update*
- *Golf course projects review*
- *Correspondence*

Motion to accept agenda by Chris Fritsch, seconded by Richard Oldfield

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

Agenda Items

- *Pro shop report*
 - *Jan mentioned the foresight the board had in terminating the relationship with Monaghan. After the inventory and fixtures that were returned to Monaghan, the Club was left with \$21,000 worth of inventory and fixtures in the shop. Orders for new inventory were already secured for arrival in Spring for \$25,000.*
 -

A discussion on creating an organized parking lot ensued. Bringing in logs to create a parking border was brought up while concrete curbs were also suggested. A committee will analyze parking and come up with suggestions.

- *Grounds and Greens*

- *Ernie mentioned that there was a sufficient resource pool for the winter projects.*

A meeting was held for the grounds and greens with the following work currently being attended to:

- *The area on the north side of the clubhouse will be designated for a loading zone and bag drop off only. Designated parking for the Club Pro, Office Manager, Food Manager plus 3 disabled spots will now be located along the south side of the small parking lot.*
- *A discussion developed about designated parking for Pro Shop employees in the lot across Henry Road, but it was deemed unnecessary.*
- *A quote from Brownsey Electric to run 40 amp service to the rental cart compound was obtained for \$2750. This will allow charging for 8 carts. Perimeter lighting for security may be added as well.*
- *An area was measured out for additional parking by the Cart Shed. A combination of parallel and angled parking along Henry Road can accommodate 15-20 vehicles. A low berm will be constructed to define the parking area. A washing station will be built in the next 2-3 months.*
- *Gravel will be added under the gates to decrease space. The sensors of the interior lights will be adjusted.*
- *A verbal quote for \$1000 was obtained for 4 surveillance cameras and related equipment for the maintenance shed.*
- *Due to repeated break-ins and damage to washroom #14, new out opening doors are being installed.*
- *The water deionizer will be installed in the Pro Shop store room as soon as it is obtained from Isle Golf Cars.*

- *House Committee*

There was a deliberation on securing the restaurant area. The bi-fold door into the eating area will be locked, prohibiting entrance. A sliding door on the bar area may be constructed. The premise needs to be secured.

A one year contract has been signed with Vancouver Island Catering to operate the restaurant. There will be business planning sessions with Azam for 2020.

While the restaurant is closed for winter, the janitorial duties will be extended to clean upstairs.

- *1st Tee and Captain*

The new membership package is completed and ready to distribute to new members

Kath Burnell will need to attend a course in Nanaimo for handicap certification

- *Liquor licence*

A meeting was held with the liquor inspector

Incident reports are to be kept on file for six years according to liquor licensing laws.

- *Crozier Road*

*Marjory advised the board that the Municipality had advised that it was unable to mark the line where the proposed multi modal trail line would fall in relation to the covenant requested by in **conjunction***

with the re-zoning request. The committee was awaiting the position of municipality staff in relation to the two proposed covenants that were being requested in relation to the re-zoning, which was expected imminently. The matter will continue to be progressed by the committee.

- Finance

The insurance for the Golf Club has been renewed for 2020.

A income statement for 2019 will be emailed to all board members. A year to date income statement will be available monthly.

- Golf course projects

A strategic planning meeting is set for February 4, 2020.

- Marketing

Discussion about what age group should be targeted for any marketing promotions was held.

A meeting will be arranged in February to target demographics.

A discussion was held concerning the time frame between a medical leave of absence and a full play member, there may be need of an interim 'rehabilitation' category.

- Correspondence

There was a general discussion about the treatment of two specific membership issues. One member had requested the right to apply her senior membership dues towards her full 2020 membership dues if her hip healed to the point where she could resume regular play in 2020. This was approved. The other member had resigned in 2019 but now wished to re-join without paying the initiation fee. It was pointed out that the Procedures of the course require members to pay a \$300 leave of absence fee if they are to postpone payment of their dues, and that was the fair way to deal with the situation given that the resignation and request to re-join were both very recent. As such, it was agreed that on an exception basis the member who quit in 2019 and wished to re-join would be allowed to do so upon payment of the \$300 leave of absence fee and full payment of 2020 dues.

- Cart shed

A quote on enlisting the security company to do a nightly check that the cart gates are securely locked is required.

Art will send a letter to the members with the cost breakdown of the cart shed replacement.

Next Meeting *February 19, 2020*

Motion to adjourn at 4:15 by Chris Fritsch, seconded by Marjory Miller.