

Mount Brenton Golf Course Ltd
Board of Directors Meeting Minutes
Date: June 17, 2020
Virtual meeting via Zoom

**The President called the meeting to order
at 1:00 PM.**

A quorum was deemed to be present.

Attendees:

President: Art Kendall

Board Members: Len Shaw, Chris Fritsch, Richard Oldfield, Kath Burnell, Bruce Greenhill,
Donna Kendall, Mike Dungey

Absent: None

Head Pro: Jan Best

Course Superintendent: Ernie Whitelaw

Secretary: Lori Lerner

Agenda:

Review and approve the minutes from May 20, 2020

Review and approve the Agenda, Business arising and New Business

Reports and Committees:

1. Pro Shop report - Jan,
- 2, Grounds and Fairways - Ernie, Len, Chris
3. House committee - Donna, Art
4. First Tee and Club Captain report - Kath

5. Finance report, Footprints - Auditor - Art, Lori
6. Membership and Marketing - Donna, membership drive

Business Arising:

7. Bank loan update - Art
8. Rental Home, update - Len Bruce, Art
9. Assess review Covid 19 safety protocols
10. AGM considerations
11. Review of the shareholder record keeping
12. Membership categories and rates review - Kath, Jan, Donna, Bruce
13. Member Survey
10. AGM Preparation
11. Review of the shareholder record keeping
12. 2020 budget committee update - Len, Chris, Bruce, Art
13. Committee for Gov't assistance programs - Lori, Len
14. Correspondence
15. New Business
16. Next Meeting
17. Adjournment

Motion by Richard Oldfield to accept the May 20 minutes as presented, seconded by Mike Dungey,

Amendment to minutes, moved by: Richard Oldfield, seconded by Len Shaw. The Board appointed Mike Dungey as a director to Mount Brenton Board of Directors until the next AGM at which time Mike will run for election by shareholder/members.

PASSED

Motion to accept the amended agenda moved by Chris Fritsch, seconded by Len Shaw.

Passed

1. Pro Shop:

Jan reported that to date green fees were at \$132,000.

In the same period of 2019, green fees were at \$139,000.

Cart rentals to date were at \$30,000 , verses \$39,000 in 2019.

The course is averaging 270 golfers per day.

There are two new staff in the Pro Shop, Emily is leaving to return to university.

The one open tee time per hour until noon for green fee players has an 80% fulfillment rate which has produced an additional \$16,000 in revenue for the Club.

A golf cart flipped over on the hill coming down from #18. The cart was being driven on the path, skidded, struck the curb and rolled over on the grass. Fortunately no one was hurt.

It is the Club's obligation to do due diligence to mitigate accidents so signage is needed to reduce a potential problem in the future. Cart Paths on #6 and #13 were also considered potential problem areas. Jan, Chris and Ernie will decide what signage and where to erect them.

2. Grounds and Fairways:

Ernie supplied his report stating that there were some troublesome spots that will need to be addressed.

- A disease on the greens.
- Wear on Par 3s.

There are 7 ½ employees for grounds this year, versus seven last year. This hopefully will allow for some small jobs to be completed like tree trimming and levelling of the sprinkler heads.

The new planter boxes are in place out in front of the Clubhouse and look very nice. Suitable plants to be added soon.

The sign on #14 stating not to drive on the fairway will be removed July 1.

Len brought up that Ernie had originally had the approval of the Board to purchase a used mower, with a cap of \$30,000. Ernie was advised to proceed with a search for a mower.

The cart shed parking is now a mix of angle and parallel parking with designated signage. Cart owners seem to be adhering to that. The grounds crew is still waiting for an opportunity to move in logs to act as a barrier for the hill crest parking.

3. House:

The report from the Restaurant shows that the revenue is still really low for a contractor to run a successful business, partly due to poor weather, the Covid climate and lack of member support. Much discussion on this subject and the operation of the restaurant at present.

There was a discussion of Azam leasing a cart for a beverage cart. Ron Ciovetti of Isle Golf Cars has verbally committed to the trial rental of a beverage cart for one month pending Azam's approval. On inclement weather days, the restaurant may remain closed after consultation with the Head Pro.

A quote has been obtained to replace the trims on the windows but as yet has not been completed.

4. Club Captain and 1st tee:

Due to Covid-19 and the cancellation of all tournaments, Zone 6 has refunded the Club's fees that were paid in the Spring.

Kath is still waiting for hole allocation.

A lengthy discussion was centred around returning to league play. At this juncture, it was decided it was premature to start the leagues up with the restrictions that are still in place and it would be tabled until July's board meeting.

The Club Championship is cancelled.

The Bantam Championship is being held on August 19-20 contingent on the province still allowing non-essential travel. The format has been changed due to Covid -19. This tournament only entails the assistance of a few volunteers. Kath and Jan will make the final decision on whether it will still be held this year.

Changing the amount of occupancy limits in the Clubhouse was discussed and it was decided to leave the limits the same and address any changes at July's board meeting.

5. Finances:

The May income was reviewed, with revenue showing a strong return.

6: Membership and Marketing:

There has been a positive response to the current June promotion. Another ad will appear in the current issues of local Black Press Newspapers. The promo is also being advertised on the Club website and community Facebook page. Chris tabled a comprehensive report on potential new membership categories new memberships and review of current categories. This was referred to the committee for further discussion and presentation at the July meeting.

7. Bank Loan:

A discussion on drawing \$100,000 of the funds from the loan that was secured and applying it to accounts ensued.

Mike Dungey moved to draw \$100,000 on the capital loan and move it onto the credit line, The motion was seconded by Len Shaw.

PASSED

8. Rental House:

Two appraisals were obtained, one by the realtor and one by an appraisal company, for the Crozier Road property.

The appraisals were 515,000 and 520,000.

The property has now been re-zoned as R1, Rural residential, by the Municipality of North Cowichan with a covenant restricting subdivision to minimum 1 acre lots and a road allowance covenant for a future pathway.

A discussion on moving forward with the sale ensued. The property will be offered to the current tenant and subsequently to any current Member/shareholder with time limits on both. Unless a prospective buyer emerges the property will then be listed through a realtor.

9. Covid protocol:

Bins with divot mix for the members sand bottles will be at the cart shed and other areas.

10: AGM:

Until such time as group gathering restrictions are modified it would be impossible to stage an Annual General Meeting. A virtual or Zoom meeting would be implausible considering the difficulties in ensuring accurate and therefore, legal voting tabulations.

11. Shareholder record keeping:

Still being updated.

12. Budget Committee update:

Len reported that there are still some formatting changes which will help to line up the actual with the budgeted amounts.

13. Government Assistance Programs:

There still has been no correspondence from the CRA.

14. Correspondence:

The Board reviewed a complaint after an incident on the course; a letter was sent to the member.

Adjourned 4:45