

Meeting Minutes

Mount Brenton Golf Course Ltd

Meeting Date: May 20, 2020

Time: 1:00

Attendees:

Art Kendall, Len Shaw, Chris Fritsch, Richard Oldfield, Kath Burnell, Bruce Greenhill, Donna Kendall, Mike Dungey

Guest: Jan Best, Ernie Whitelaw

Secretary: Lori Lerner

Agenda

Review and approve the minutes from April 15th 2020

Review and approve the Agenda, New Business, Business arising

1, Pro Shop report, Jan, review the need for Cart person.

2, Grounds and Fairways, Ernie, Len, Chris

3. House committee, Donna, Art

4. First Tee and Club Captain report, Kath

5. Finance report, Art, Lori

6, Membership and Marketing, Donna, membership drive?

Other Business arising:

7. Liquor License update, Richard

8. Rental Home, update, Len, Bruce, Art

9. Assess review Covid 19 safety protocols

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. Membership categories and rates review, Kath, Jan, Donna, Bruce

15. Correspondence

The President called the meeting to order at 1:03 PM.

A quorum was deemed to be present.

Art Kendall welcomed our new director Mike Dungey.

Motion to approve the minutes from April 15, 2020. Motion by Richard Oldfield, seconded by Chris Fritsch

PASSED

Motion to accept the agenda for May 20, 2020 by Len Shaw, seconded by Mike Dungey

PASSED

Pro Shop

Green fees were at \$72,000 which is \$6,000 less than the same time period in 2019
Cart rental revenue is at \$15,000, down from \$19,000 in 2019.

The Pro Shop is now open, limited to two customers and one staffer at the same time in the shop. 12 new pull carts have arrived.

Course is very busy and green fee players are being turned away. Members have complained about the rapidity of bookings particularly in the mornings. Current tee time intervals are 10 minutes.

Motion by Len Shaw to change the green fee intervals to 9 minutes. Seconded by Kath Burnell.
PASSED with one abstention

A discussion then ensued about Covid regulations and the closer tee time intervals may result in increased bunching of groups at choke points on the course and it was agreed that marshalling could be put in place to monitor if problems arose.

Further discussion concerning enhancing potential green fee revenue while retaining the priority for member bookings. Morning tee times are being completely booked by members. The 9 minute tee intervals creates 7 additional tee times per day.

Motion from Len Shaw to modify the current tee sheet to allow one reserved green fee time per hour all day, seconded by Richard Oldfield. Motion amended for the Club Pro to implement at such times and conditions as he sees prudent and necessary. PASSED

Motion by Len Shaw to change the booking window for green fee players from current 4 days to 3 1/2 days. Motion further clarified allowing Green Fee players to book at 1 PM four days in advance, while maintaining 7 AM bookings for members. Seconded by Chris Fritsch.
PASSED

Discussion (about the timing of categories resulted in the Twilight time changed to 3:00 PM) concerning present value of green fee rates and times for implementation of twilight rates, currently at 1 PM. It was generally felt that 1 o'clock was too early for reduction from \$55 to \$35 for the 18 hole rate

Motion by Chris Fritsch, seconded by Mike Dungey: Be it resolved that 18 hole Green Fee rates for high season be amended to \$55, 7 AM-2 PM; \$45, 2 - 4 PM; \$35, 4 PM - dusk; and that 9 hole rates be adjusted accordingly. PASSED.

The reports from Isle Golf Cars showed that the rotation for the new carts usage was not consistent and resulted in a wide disparity of energy units of the fleet. This could potentially impact the warranty period for some carts. A plan has been instituted to rotate carts daily to ensure relatively uniform usage. This will benefit the Club in the long term enhancing the value for re-sale or trade-in of carts. It is however, manpower intensive which was not envisioned in the Club Pro's contract. The Covid crisis has also increased the requirement for washing and sanitization of carts after each use impacting staffing levels and work load.

A dedicated person to sanitize and rotate carts for the summer months would be in the Club's benefit. This would add approximately \$7200 in labour costs.

Motion to increase Jan's contract by \$5,000 to capture the majority of the expense of hiring another employee by Chris Fritsch, seconded by Len Shaw. PASSED

This is to be reviewed at the July board meeting

Greens and Fairways

There are 7 full time crew members currently employed. One part time employee will return later in the week for 3 half days per week.

Two part time summer employees are still laid off but approval was given to re-hire for June 1. This will greatly aid in mowing and allow other crew to work on specific projects. A summer student will likely be re-hired.

The greens approaches will soon be aerated and sanded. The deck will be power washed this next week.

Davey tree's assessment estimated that 4-5 trees would have to be removed in the next two years. The tree at #17 will be removed this year, the rest in 2021.

The practice area and putting green has been opened with restriction to 4 players. Protocols have been amended to allow the on-deck tee group a 10 minute window for putting and warm- up.

Practice area parking is currently dangerous in that the curbs may not prevent accidental vehicle incursion down the steep slope. Ernie will investigate the feasibility of large logs as a safety barrier. Cart Shed vehicle parking is a work in progress.

Wash station at the Cart Shed is almost completed

The video surveillance installation for the Maintenance yard, Cart Shed and Clubhouse/Pro shop is now completed. Some fine tuning of cameras is still required. Monitoring can be done by Ernie, Jan and Chris. Lori will check into the contract with Footprints Security and what it entails.

House

The Restaurant is opening on June 1.

The menu will be simplified but Azam hopes to have the beverage cart and snack shack opened.

All protocols will have to be adhered to for the new VIHA regulations. Discussion regarding the financial duress all food service operators are experiencing during the current crisis and forced closures.

Motion to waive June's rent for the restaurant by Richard Oldfield, seconded by Donna.

PASSED

First Tee

Kath has the updated information for the course rating and is waiting for the hole allocation information

Finance

Revenue is recovering due to the high rate of green fee players. With the Pro Shop closed, the inventory has had to be carried. The promotion for membership will be run in June.

Fairway aeration has been delayed until the fall to cut costs.

Membership and Marketing

Discussion about running a print ad for the June promotion with Black Press (local papers) and Boulevard Magazine ensued, resulting in a motion from Richard Oldfield to spend up to \$2000 on print advertising, seconded by Chris Fritsch.

PASSED

The website needs updating to include the June promotion.

Liquor license update

All licensing is in order.

Rental House

The old covenant was discharged and the two new covenants were registered.

The reading is booked at the June 3rd Council session.

The fair market value of the property is required-a new appraisal and a new evaluation will be obtained.

Renters have 7irst right to buy property, then it will be made available to the shareholders.

AGM

Timing of AGM discussed. Under the present Emergency Health Act the requirement for a corporate annual general meeting is on hold. Alternative means to hold a meeting, including electronic or virtual means was discussed.

Shareholder records

Donna, Kath and Art will update the shareholder records.

Budget

Len will give the details of his data so line items can be recorded correctly

Government Subsidy

The CRA phone lines are extremely busy, Lori will keep pursuing.

Membership Committee

There will be zoom meeting next week to discuss categories and rates.

Correspondence

Letter from Paul Rickard accepted and discussed. Richard volunteered to write a response thanking him and addressing specific concerns.

Motion to adjourn at 4:45 by Richard Oldfield, seconded by Bruce Greenhill

