

**Ken-Wo Golf Club  
Board of Directors Meeting  
Minutes**

**May 25th, 2020 Meeting**

Present: Rene MacKay, Wayne Burke, David Fagan, Betty Mattson, Dave Bolton, Vernon Snair, Shari Thurston, Beth Lloyd, Gary Johnson, John Lawrence, Peter Simmons (Late) and Brandy Martin

Regrets: None

- 1) Call to Order: The Video Conference meeting was called to order by Wayne Burke at 6:30PM
- 2) Additions to Agenda: None.
- 3) Approval of Previous Meeting Minutes: A motion was made to approve minutes for January 2020 and May 11th as presented; 2<sup>nd</sup>; CARRIED.
- 4) Business arising from Minutes: None
- 5) Discussion regarding Committees:
  - a) Director of Golf: Rene MacKay reported Pin Caddy arrived and will be in play soon; the seed mix is out today; 100 bottles were sold; Score cards are updated with new combo course added.
  - b) Finance Report: David Fagan reviewed with the Board the presented “new Covid Budget” and explained that a lot of it is guess work as we have nothing to compare this year to. All revenue except Membership went down. The same profit margin was used for Food/Bar and Pro Shop Sales as prior years. This report includes the Wage Subsidies to be received. There were no revisions done on Capital Purchases as the only one we are not doing is the Kitchen Equipment. There was discussion on whether blocking times for men’s and women’s days versus green fee play was feasible.
  - c) Greens & Long-Range Planning: Vernon Snair reported that John Aker and Peter MacFarlane have joined the committee. At the committee’s last meeting they discussed that completed projects to date; the upcoming projects IE: grubs; #17/18 trees removed/drainage. The committee will continue to work on wish list of potential future projects. Rene MacKay noted that the budget for Minor Course Improvements did not change.
- 6) Unfinished Business: None
- 7) New Business:
  - a. Membership Update: The Membership currently sits at \$571K with 13 Corporate Memberships sold. We will potentially hit budget by September with the mid-season and fall membership offers. As the Junior Play Restrictions ease, we may see more Juniors join. Also, we may have more re-join as divisional play starts up.

b. Operational Update:

- i. Tee-Times: Rene MacKay reported that the demand on the tee-sheet is high as everyone is out playing golf. The 10 Minute interval is working well and having a solid effect on the Pace of Play. The intervals may go back to 9 minutes and the tee-sheet may open at 6 am moving forward. All players in the group must be listed on the tee-sheet and this is being policed. There are a lot of ball repairs that are not being done. Derek will be doing a video on ball repairs to send out.
  - ii. Power Carts: Rene MacKay reported that once green fee play is back, we will see the impact of that on our Power Carts as we are single rider carts. If we start regularly running out of carts, we may consider renting some monthly.
  - iii. Club Storage/Kaddy Storage/Range: Rene MacKay reported that at this point we have no Club or Kaddy Storage. If the government allows it later, we may offer club storage without the cleaning of club to limit touch points. Caddie Storage would need to be figured out as there are a lot of touch points there. The Range will be moving back to bags instead of hourly sessions as it is too hard to police with people showing up for tee-times and not booking range time. It is also hard to control who is going there with the balls just being over there.
  - iv. Teaching/Club Fitting: The demand for club fittings is there however it is not allowed yet and Jordan, Derek and Ryan are too busy running the Pro-Shop right now to do fittings/teaching.
  - v. Junior Restrictions: These will ease in June for the older kids.
  - vi. Divisional Play: This will restart in June.
  - vii. Food & Beverage: Rene MacKay is hoping to be able to offer take out with limited hours and menu soon and then have the Dining Room and Bar re-open later in June. Beverage Cart is starting on Friday.
- c. CEWS- Wage Subsidy Program: David Fagan reported that we applied and received the CEWS for the month of April. We will need to reapply in July.
- d. Stone Wall: The Asphalt is completed. Planting will be done this week. The Plaque is in the works.
- e. Club Logo/Branding: The sub-committee met and agreed that the logo should be changed. Rene MacKay presented the Board with the final revisions of the logo options and reported the recommendations from the sub-committee. It was motioned to move forward with the new logo and come back to the board with new parameters; 2<sup>nd</sup>; Carried.
- f. Staffing Update: Rene MacKay reported the Players Assistants are on the course with the starter daily. The greeter at the driveway is a key position. The Range Attendant will no longer be needed as we move back to bags. A new member of the Maintenance Crew has been hired along with possibly another student hire. We are down a gardener so other staff may help in this area. The Maintenance Crew is running 3 crews at staggered times.
- g. Golf Course Update: The Greens and Long-Range Planning Report covered this. Rene MacKay did note that the grub spray and extra seed is included in the new budget.

- h. 100<sup>th</sup> Anniversary Update: There is nothing new to report on. This item will continue to stay on the agenda as we move forward to the 100<sup>th</sup> anniversary events.
- 8) Next Meetings: Monday June 8th, 2020 at 6:30 PM via video conferencing. May consider in-person meeting for July.
- 9) Adjournment: The meeting was adjourned by Wayne Burke at 8:20 PM.

Minutes: Brandy Martin