

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

May 4th, 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, and Brandy Martin

Regrets: None

- 1) Call to Order: The Video Conference meeting was called to order by Wayne Burke at 6:35PM
- 2) Additions to Agenda: None.
- 3) Unfinished Business: None
- 4) New Business:
 - a. Opening day on the Range: The Range opened to Members only on Sunday May 3rd by appointment only with bookings schedule every hour from 10:00 am to 6:00 pm. It was a busy day with 90 bookings in total. Most of the bookings were range members. People were very happy and adhered to the protocols and physical distancing measures.
 - b. Membership Update: As expected, revenue as of April 30th is trending behind the same period last year. It will be looked at and reviewed after the course is open for play.
 - c. Other Member Services: A motion was made that anyone with Food and Beverage Awards left over at the end of 2020 will be carried over to 2021. Anyone wanting the 10% discount in 2021 will need to pay \$250 in 2021 in order to trigger the 10% regardless of the amount left at end of 2020; 2nd; CARRIED.
Caddie & Club Storage: If there is no service for 2020 then a credit/refund will be looked at. If ½ year, management will consider if we can provide the service or not along with the appropriate fee structure.
 - d. Staffing Update: The Maintenance Crew is running two groups working alternate days. Deb Barclay, Jordan Milne & Ryan Trimper are all back as of April 20th. 1st Tee Starter and Players Assistants will be on course on a regular basis once we start up. Discussions to take place on how to operate driving range and 1st tee / golfer arrivals when we return to play. The application for the 75% wage subsidiary will be completed through Maynard, Bent & Fagan accounting office as it is a detailed 3-4 hour process to apply. Once completed, the application will be filed by the Director of Golf.
 - e. Golf Course Update: The crews are working daily weather depending. The Course is in good shape with exception of the grubs which will be sprayed in late May – early June. The Greens have been sprayed and mowed. The drainage work on #4 and #18 seems to be working well. The new stairs on #9 are complete. The Early Bird application will be done this week.

- f. Stone Wall Update: The paving work around the wall will cost approximately \$5000 and will be started around mid-May. Planting will be done the end of May. The MacKay's will be acknowledged publicly at a later date and the wording / location of the plaque commemorating Vic MacKay is yet to be determined.
- g. Aerating and Venting: The Greens for #9/10/11/12/18 will be completed in the coming weeks along with venting and top-dressing of all other greens. This work will be completed before opening date.
- h. PPE Update for the Club: The club has purchased all PPE for the staff that is required along with Plexiglass to be installed in the office, Pro-Shop and Canteen. There is also lots of signage that will be posted around the club, 1st tee and driving range.
- i. Policy Approval: The Board was presented with drafts of each of the following policies: a) Inventory: A motion was made to approve the policy as presented; 2nd; CARRIED. b) Pace of Play: A motion was made to approve the policy as presented; 2nd; CARRIED. c) Tee-Sign Advertising: A motion was made to approve the policy as presented; 2nd; CARRIED.
- j. 100th Anniversary: The committee has been having regular meetings. Three people have been contacted regarding print/painting for pricing. The 2021 Schedule of Events will be emailed to members. To get a lottery license you must be register with the Registry of Joint Stocks. A Motion was made to sell lottery tickets on a lifetime membership for the 100th Anniversary; 2nd; CARRIED. Rene MacKay will get the joint of stocks registration started. The Executive will work on the lifetime membership documentation to present to the Board for approval. The Clock on the first tee will go ahead as a legacy project with the donation coming from the Simmons Family.
- k. Opening Plan for Ken-Wo Golf Club: The Apple Blossom Tournament has been cancelled and an email has gone out to participants from recent years. An Return to Play plan is being worked on by management. The announcement will come quickly so management is working hard to be as ready as possible. Tee-time interval will either be mandated or suggested by the government. There will be no league play until further notice.

5) Next Meetings: Monday May 11th, 2020 at 6:30 PM via video conferencing.

6) Adjournment: The meeting was adjourned by Wayne Burke at 8:05 PM.

Minutes: Brandy Martin