

KenWo Golf Club
Board of Directors Meeting
Minutes
November 29th, 2021 Meeting

Present: Rene MacKay, Wayne Burke, David Fagan, Betty Mattson, Vernon Snair, Beth Lloyd, Dave Bolton and John Lawrence.

Regrets: Peter Simmons, Shari Gagnon and Gary Johnson.

- 1) Call to Order: The meeting was called to order by Wayne Burke, President at 6:30 pm.
- 2) Additions to Agenda: None.
- 3) Approval of Previous Meeting Minutes: A motion made to approve the October 2021 minutes; 2nd; CARRIED.
- 4) Business arising from Minutes: None
- 5) Discussion regarding Committees:
 - a) Director of Golf: Rene MacKay reported that all Statutory Remittances are paid in full; Trackman Simulators are up and running; and Memberships are coming in.
 - b) Finance Report: Dave Fagan's report is covered under new business.
 - c) Greens & Long-Range Planning: Vernon Snair reported that he will be stepping down as Chair of the Committee.
- 6) Unfinished Business: None
- 7) New Business:
 - a. 2021 Financial Review: The Board had previously approved the Draft Financials from Grant Thornton via email. David Fagan did a quick overview of the annual statements to the Board. He noted that the Power Cart Debt had been paid out in full.
 - b. Golf Course Renovations: Installation of the main irrigation pipe has been completed and came in a little under budget. The renovations on #14 have been paused due to the weather. There were some issues with the #14 renovations that have all been worked through now.
 - c. Christmas Green Fee Promotion: The 5-pass package was sold out in 12 days. It was asked if a 9-hole package would be considered in the future. The Board agreed that would be an operational decision.
 - d. KenWo Events: When KenWo hosts events, due diligence is always taken by staff, before, and during the event, to ensure no outside alcohol brought to the course. The staff are also trained in the Responsible Beverage Servers Course; there are also signs posted throughout the clubhouse about the rules related to alcohol consumption as the club.
 - e. Point of Sale System: Rene MacKay provided the Board with examples of different POS software programs where management have attended demonstrations, including how the different tee time booking engines work. He also explained how systems vary between

semi-private, private and public facilities. The final decision on which system will be purchased and installed at the club is forthcoming, with a targeted installation time of early March and a possible “go live” date of April 1st, 2022.

- f. Clubhouse Expansion: The Clubhouse Expansion concept will be presented at the 2021 AGM with a timeline that would potentially bring forward the concept for shareholder approval at the 2022 AGM. The Project will include an elevator, permanent simulator rooms, increased office space, increased dining room / function space, increased storage capacity, etc.
 - g. NSGA Provincial Events: The 2023 NSGA Junior Boys & Girls Championship will be hosted at KenWo. Rene is also working with the NSGA on the possibility of hosting the 2022 NSGA Women’s 2 Ball event in July. Rene has also been approached about the idea of a KenWo Women’s Field Day added to the calendar. The Board agreed this was an operational matter that Rene would work through with the interested group. A motion to accept the 2023 Junior was made; 2nd; Carried. It was also understood that if a date could be found for the 2022 NSGA Women’s 2 Ball, the club would host this event.
 - h. 2022 Operational Budget: The Draft 2022 Operational Budget was presented to the Board and discussed. Motion to approve the 2022 Operational Budget, with the agreed upon amendments to increase ProShop Revenue and Expenses; 2nd; CARRIED. The Board continued discussions on new debt, cashflow and capital spending including paving.
 - i. 2022 Capital Budget/Paving: Motion to approve 150k for paving of #13 and #14 Cart Paths and extra areas to be determined; 2nd; CARRIED.
 - j. AGM Preparations: The Elections and Nominating Report has been sent to Shareholders. There will be one ballot with three names on it. Each Shareholder in attendance will receive one ballot along with one ballot for each proxy they register up to five proxies each. The Board appointed Derek MacKinnon, Brandy Martin and Bob Thompson as counters for the ballots.
- 8) Next Meeting: January 24th at 6:30 PM. Meeting for January, February and March will be via Zoom.
- 9) Adjournment: The meeting was adjourned at 8:29 PM by Wayne Burke.

Minutes: Brandy Martin