

KenWo Golf Club
Board of Directors Meeting
Minutes
November 23rd, 2023 Meeting

Present: Rene MacKay, Betty Mattson, David Bolton, David Brien, Vernon Snair, Peter Simmons, John Lawrence, David Fagan, Beth Lloyd and Holly Comstock.

Regrets: Gary Johnson.

- 1) Call to Order: The meeting via Zoom was called to order by Peter Simmons, President at 6:00 PM
- 2) Additions to Agenda: None
- 3) Approval of Previous Meeting Minutes: A motion made to approve the October 2023 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. Rene MacKay informed the Board the Bunker Renovation Project is moving along nicely with the drainage, shaping and sodding almost complete. The decision on whether the sand will go in now or in the Spring will be based on the weather and course conditions. Membership Packages are going out via email on Monday. The Draft Financials from Grant Thornton will be sent to the Board for approval after David Fagan and Rene review them. The Simulators are open, and promotions will be starting and sent out via email and social media. The Staff end of season reviews have been completed. The parking lot lines will be painted in the coming months, weather permitting. The Hot Water Tank is leaking and needs to be replaced; quotes are coming. Insurance premiums are up \$4000 annually; quotes will be looked into and reviewed over the coming months. KenWo has been nominated as a finalist through Golf Canada for the Junior Golf Facility / Best Junior Event award. Rene is considering the idea of employing a 1st year Assistant Professional for Junior Programing on a 1 to 2 year internship.
 - b. Finance Report: To be covered under 7 d & e).
 - c. Greens Committee: No report.
- 6) Unfinished Business: None.

7) New Business:

- a. Superintendent Search Update: Rene MacKay reported that after a few interviews he and the executive have narrowed the search down to one candidate. The candidate will be presented an offer in the coming weeks. Rene presented the highlights of the candidate's portfolio to the Board.
- b. F&B Minimum/ Loyalty Program: After some discussions centered around the annual expense to the club for the Loyalty Program, as noted on the income statement, the decision to continue to run both programs for 2024 was made.
- c. 2023 Financials Statement Review: The draft was received. David Fagan will review these and send to the Board for final approval.
- d. 2024 Operational Budget: The Draft 2024 budget was emailed to the Board for review. David Fagan went through the highlights of the budget. Discussions ensued regarding the conservatism of the budget. Motion was made to approve the 2024 operational budget as presented; 2nd; CARRIED.
- e. 2024 Capital Budget: The Capital Budget was reviewed under the Operational Budget with highlights of the finishing of the Bunker renovations & upwards of \$50,000 for maintenance equipment.
- f. Walk In Freezer: Rene MacKay reported to the Board the 2nd quote came in for a new walk-in freezer at \$47K. Motion was made to approve the purchase of a new walk-in freezer with the White Rock Mechanical quote; 2nd; CARRIED.
- g. Board Transition Planning: In January 2024 the Board will appoint Vernon Snair as President and Gary Johnson as Vice President.
- h. AGM Preparation/Notice of Meeting: The Notice will go out via email 10 days prior to the meeting. If no nominations come forward, the agenda will be set as presented. The meeting is December 11th at the Old Orchard Inn for 7 PM.
- i. Board Management Outing: This annual event will be held on December 14th at The Church.

8) Next Meeting: AGM

9) Adjournment: The meeting was adjourned at 8:30 PM by Peter Simmons.

Minutes: Brandy Martin