

**Carman Golf and Curling Club Board of Directors Meeting
March 14, 2017
Clubhouse Meeting Room**

In Attendance: Cliff Holliston, Phil Unruh, Dale George, Ian Bergsma, Richard Vanderveen, Kathy Adams Dean North and Richard Dyck.

Regrets: Bev Bishop, Kyle MacNair and Chris Swaenepoel

1. Meeting called to order at 6:18 pm by Cliff Holliston
2. Agenda
Motion to approve: I Bergsma / K Adams. Carried
3. Minutes of Last Meeting
Motion: D George / I Bergsma
“That the minutes from Jan 12, 2017 meeting of Board of Directors be adopted as circulated.”
– Carried
4. Correspondence
- none
5. Unfinished Business
 - a) By-law review –discussed how to present by-laws (rescind existing and replace with new). We will prepare an email communication sent by Cliff on behalf of the board to all members. Hard copies to be made available upon request.
Motion: P Unruh / R Vanderveen “That we approve the revised by-laws as presented at previous meeting”. Carried.
 - b) Roof Fundraising Update – The grant request of \$25,000 to the Town and RM has been approved. We have not heard from the Area Foundation for our \$4000 grant request. Rock handles are all sold. We applied for the Coop Community Spaces grant for a bridge, pond, and stream upgrade by hole #9 green. Rick Aubin supplied the estimate of \$106,513. We have received one est. for the main roof shingles. One more is pending. It was decided we should place an ad in the paper soliciting more estimates with a March 31 deadline.
 - c) Mortgage Options were reviewed as sent out in advance. The account manager at the credit union suggested we term out our line of credit with a mortgage as collateral, and we retain a reduced line of credit for the winter months as evidenced in the past cash flows. Discussion followed on the amount and term of the mortgage.
Motion: P Unruh / K Adams
- **“That we apply for a mortgage of \$300,000 from Access Credit Union to be repaid over a term of 15 years.**
- **That \$200,000 of the mortgage is to pay down the existing line of credit to inject working capital.**
- **That \$100,000 of the mortgage is to remain as undisbursed and that the board retains control whereby a separate board motion is required to disburse these funds.**
- **That we reduce our existing line of credit to \$100,000 to allow flexibility during the winter months”.**
Carried.

6. Committee Reports – sent out in advance. Discussions followed on these items:
 - a) General Manager/Professional Services – sent in advance.
 - b) Curling Committee – no report
 - c) Finance – sent in advance.
Motion: P Unruh / I Bergsma “that we move 13,000 from Texas Holdem to our General operating account” Carried.
Motion: P Unruh / D George “that we approve the draft financial review from Talbot & Associates for the fiscal year ending Oct 31, 2016”. Carried.
 - d) Greens & Fairways / Ice making – no report
 - e) Long Range Committee.
7. New Business
 - a) **MOTION: K Adams / R Vanderveen “that the Committee reports presented to the Board of Directors are adopted as circulated.” Carried**
 - b) The annual general meeting will be set for April 19 at 7 pm. The venue is to be determined. Email notice will be sent to all members and a paper ad will be placed in the Valley Leader.
 - c) The board appointed Kathy A. and Chris S. to the nominating committee. Three terms are up this year. Dale George has been on the board for two terms and will be retiring. Ian Bergsma and Richard Vanderveen have been on the board for one term and will let their names stand for another term if elected.
8. In camera session was requested.
9. Meeting adjourned at 7:26 p.m. Cliff Holliston.

Next Meeting: April 19, Wednesday, 2017 - 8:00 pm or immediately after the Annual General Meeting.

Minutes recorded by: Dean North