

**Carman Golf and Curling Club Board of Directors Meeting
November 18, 2019
Clubhouse Meeting Room**

In Attendance: Kyle MacNair, Kyle Weir, Kevin Minty, Ian Bergsma, Parker McGillivray, Dustin Last, Bobby McNair by phone, Richie Vanderveen, Dean North and Richard Dyck.

Regrets: Kathy Adams

1. Meeting called to order at 8:00 pm by Dustin Last. Chair turned over to Kyle MacNair at 8:10 pm.
2. Agenda.
**Motion: Ian Bergsma / Kevin minty “to approve agenda as amended to add Cash Flow Update and the Reserve Fund Transfer to Financial Report, and to add Christmas Meal to agenda.”
Carried.**
3. Minutes of Last Meeting
Motion: Kevin Minty / Parker McGillivray “That the minutes from Oct 2, 2019 meeting of Board of Directors be adopted as circulated.” – Carried
4. Correspondence - none
5. Unfinished Business
 - a) Policies update. Kyle has read over the governance draft policy and will arrange to meet with Dean / Richard in December to discuss before presenting same to Board for approval.
6. Committee Reports
 - a) General Manager/Professional Services/Clubhouse as presented by Dean North using the new reporting template. In addition to report, Dean discussed results on report from Postmedia re: advertising campaign over the summer. Pro Shop will also offer a cyber sale before Christmas on Green fees / carts. Funspiel had 6 teams last weekend.
 - b) Greens & Fairways / Ice making – Ian Bergsma
 - I. Curling Ice making has gone well. Greens are sprayed and tarped. Most of the downed trees and limbs are mostly cleaned up, and if required a work party to be organized next spring.
 - c) Long Range Committee – Parker McGillivray
 - I. Committee met October 21 at 7 pm to discuss future capital needs. Parker to type up notes. Next steps to prioritize items and obtain pricing.
 - d) Finance – sent via email in advance.
 - I. October 2019 Recap report presented. YTD deficit at \$106,193 after depreciation and is down from prior year by \$33,243. Variances explained. The lighting project cost \$40,000 over budget. Bank Balances and Aged payables presented.

- II. Budget for 2020 presented along with Membership Fees. Comparisons provided for prior year / budgets using loan payments and no depreciation. Surplus at \$20,500. Discussion on memberships and green fees followed. Board consensus is to increase membership 4% and green fees 5%. Insurance for 2020 with coverage summaries presented and invoices totaled \$21,292. **Motion: Kevin Minty / Ian Bergsma “to approve budget as presented”. Carried.**
- III. Cashflow Update as of Nov 18, 2019 presented for Winter 2020. Shows we are over our credit limit by \$13,475. This assumes we will collect early golf fees of \$40,000. Finance Committee suggests we transfer the last of the mortgage proceeds to cover the deficit when we get close to the line of credit limit of \$100,000. The committee also suggests we transfer over \$5000 per year back into the Reserve Account.
- IV. Further to the motion from Oct 21, 2019 to transfer \$3876 from the reserve to the operating account, it was determined that we have more funds in the reserve. **Motion: Dustin Last / Richie Vanderveen “that we rescind the Oct motion and transfer \$3900”. Carried.**

7. New Business

- a) **Motion: Kyle Weir / Kevin Minty “that the Committee reports presented to the Board of Directors be adopted as circulated.” Carried**

8. Other items for discussion: Christmas meal for Board / Staff along with spouses set for Dec 20. Cocktails at 5:30 and meal at 6:00

9. In Camera meeting – called for by Ian Bergsma.

10. Next Board Meeting: Jan 20 at 7:30 pm.

11. **Motion to Adjourn by Dustin Last.** Meeting adjourned at 9:05 p.m.

Minutes recorded by Richard Dyck