

# GARRISON

## GOLF & CURLING CLUB

### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GG&CC CLUBHOUSE, 16 FEB 09**

#### **Members**

D. MacLeod (President)  
A. Shankland (Green's Chairman)  
G. Collins (Junior Coach)  
A. Kimbers (Marshall Chair)  
Rob Lloyd (Club Captain)  
S. Gordon (Men's Captain)

#### **Ex-Officio**

J. Clements (General Manager)  
D. Erb (Superintendent)

#### **Absent**

C. Rickett (Vice Prescient)  
G. Gratton (Senior Coordinator)  
R. Ward (House Member)  
C. Ward (Ladies Captain)  
I. Malinowski (Secretary)  
J. Breen (Retail Manager)  
B. Chagnon (Member at large)  
M. Raymond (Rules & Handicap Chair)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615 hrs.
2. **Review of previous minutes.**
  - (a) Letters to Other Government Departments. The president advised that the letters to other federal departments offering associate memberships had been prepared and sent but that the letters to provincial government departments had not yet been sent. This was to be done within a few days.
  - (b) \$100 Discount for Retirees. A review has been completed whereby no mention has been made with respect to the initial discussion on this issue in the fall minutes. Discussion ensued in that it was agreed that the discount was worthwhile and was being administered properly. To date, retirees who have taken advantage of the discount seem pleased that it is being offered.

(c) **Business Planning.** Rob Lloyd and Dave MacLeod have met with the GM to review the current business planning methodology and were satisfied that it was prudent and taking into account the current club financial situation. Specifically, business planning is being undertaken to more realistically plan for revenue generation.

3. **Financial Update.** The GM presented the monthly financial update. It comes as no surprise that revenue is down and the financial aspects of the club are suffering. This is due in part to common experiences in the golf industry and the fact that memberships numbers are down overall. Bar prices must be increased and other ways to increase revenue must be investigated.

4. **Membership.** The letters to other government departments have been drafted and are being sent. It is hoped that this will increase the number of associate members significantly. To this point the number of ordinary members is up over last year but the number of associates is down. This is not viewed as an overall cause for concern as the club did not increase the cost of associate membership and we expect more applications in March. There will be a new ad in the new garrison newspaper "The Garrison" and the club's category in the yellow pages will be changed for this year to that of "public". Although this is not strictly true, there are only two categories of club listed in the yellow pages, "private" or "public". As our club is a semi-private club, it is felt that listing under the "public" designation will increase the number of green fee players and therefore increase our revenue.

5. **New business.**

(a) **Bar Prices.** Due to a requirement to rebalance prices as well as lower bar profits, bar prices overall will be increased. The list attached illustrates where these increases will take place, but in general, the increases are minor.

(b) **Tournaments.** Rob Lloyd has completed the flyers and the list of tournaments slated for the 09 season. There is a 20 February deadline with the GAO to get the dates in. Some of the tournaments will be catered by Harvest Catering and some of the smaller tournaments will have sandwiches served from the snackbar at the pro-shop. Having snacks such as sandwiches out of the pro-shop makes the club more money in the end.

(c) **Garrison Open.** We have lost our sponsor to the Garrison Open. Flagstick has opted to pull its sponsorship of this even to for business reasons. The executive has decided to run the event anyway to see if it will be a success. Discussion ensued as to whether it was thought that a two-day event on the father's day weekend is the best idea. Some have voiced the opinion that being away from family on Father's Day is a detractor. It was discussed whether or not a 36 or 18 hole one-day event on the Saturday would be better. Some expressed the opinion that 36 holes on one day would be too much. In the end, it was decided to run the event as a 18 hole tournament on one-day, the Saturday, 20 June, starting at 0900. Flyers will be issued at the GAO event and the flyer will also be placed on the website.

(d) Opening Day. The opening of the course will take place with a general meeting and cleanup on 18 April. The format will be as in former years with the general meeting, the cleanup, and nine holes of golf for those taking part in the cleanup and a BBQ.

(e) Maintenance Update. Some greens are 50% bare but more snow is expected. Butternut Creek has overflowed as usual but the bridges are intact. More trees need to be cut down as well. Andy Shankland is working with Dave Erb to have a good look at planning for projects that are a priority. We will be looking at projects up to a level of \$20 K and then have a look at how membership is progressing. We will be looking primarily at “playability” of the course and a new tree program. As Dave’s crew is only seven persons, there is only so much we can do bearing in mind the number of people to do the work and the financial restrictions we face.

(f) Manager Update. Jeff indicated that any membership booklet info had to be submitted to him soonest

(g) Website. Andy Shankland asked for ideas on what should be improved on the website. Any ideas should be forwarded to Andy please.

(h) Marshals. Art asked if and when defibrillator training would be provided as a new automatic defibrillator is hanging in the north entrance to the clubhouse. The priorities for training will be staff and then the marshals. The GM will check on availability and cost of training.

6. **Upcoming dates.** It was proposed that the next Executive Meeting would be held at the clubhouse at 1615 hrs on 3 March 09. While we realize it is only two weeks away, it is felt that another meeting before the general meeting is important. All members of the executive will be expected to provide an update to the general meeting on 18 April before the spring cleanup.

J.D. MacLeod  
Lieutenant-Colonel  
President Garrison Golf Club

Attachments: Financial report dated 16 Feb 09.

# GARRISON

## GOLF & CURLING CLUB

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### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GG&CC CLUBHOUSE, 03 MAR 09**

#### **Members**

D. MacLeod (President)  
C. Rickett (Vice President)  
I. Malinowski (Secretary)  
R. Lloyd (Club Captain)  
S. Gordon (Men's Captain)  
R. Ward (House Member)  
C. Ward (Ladies Captain)  
A. Shankland (Green's Chairman)  
G. Collins (Junior Coord)

#### **Ex-Officio**

J. Clements (General Manager)  
D. Erb (Superintendent)  
J. Breen (Retain Manager)

#### **Absent**

A. Kimbers (Marshall Chair)  
B. Chagnon (Member at Large)  
G. Gratton (Senior Coord)  
M. Raymond (Rules & Handicap Chair)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1600 hrs.
2. **Review of previous minutes.**
  - a. Letters to Other Gov't Depts. The President outlined the fact that letters had been sent to other Federal Gov't Depts offering associate memberships and that they would shortly go to Provincial Gov't Depts.
  - b. Flagstick sponsorship of Garrison Open. It was discussed that Flagstick has pulled its sponsorship and that other organizations like Golftown have been approached to potentially be the major sponsor. The conduct of the event, ie; a one day tournament on the Saturday of the Father's Day weekend was reviewed. Rick Ward suggested he could also approach Calian with respect to sponsorship. It was suggested that CANEX could be approached but Jeff Clements explained why this was not possible.
  - c. Maintenance Update. Andy Shankland outlined that 14-15 K was planned for projects but that work has to be looked at as the year goes on taking into consideration the availability of funds.
  - d. Handbook. Jeff Clements outlined the requirement for updates for this year's handbook.
3. **Financial Update.** It was discussed that the executive needed an update from Chris Rickett with respect to advertising. Jeff also explained that he had given the most recent financial update at the last meeting and wanted to add only that the budget needs additional work.

**New Business.**

- a. Course Improvements. Andy outlined some plans for improvements, ie; that 12 and 13 tees are in need of replacement and will cost 8 – 9 K. There will be a tree program of around 5 K and there will be three trees from Men's Night proceeds. There are some ideas being put forward on drainage issues and we are looking at the cost and labour resources required. Also looking at the heights of grass cuts and that 1 June is the date for going to the normal cutting heights.
- b. Bill C-64, Pesticide Ban. Pesticides are used on the golf course except the actual playing surfaces. Our annual meetings are open to the public and we need to post notices in public areas, on the website about what is being used.
- c. Ladies Captain question. Colleen asked if we could install a pump on 13 or 6 to help water the course. Dave Erb answered that we cannot damn Butternut Creek and that 6 is too shallow to feed an entire watering cycle. 13 would be possible but would be cost prohibitive.
- d. Juniors. Gary outlined that what programs would be offered will depend on the first meeting. Some options were discussed with respect to the Edwards Ford Trophy and that there is a junior event planned for 7 July and we need to hold the date.
- e. Website. Andy Shankland asked if there were any website updates to be completed. Subsequently, an update was recommended as to when cleanup was scheduled by the President. This was in response to a query by a club member.
- f. Men's Night Committee. Need for members and that the committees for both men's and ladies nights need to be run with over-watch by the Men's and Ladies Captains.
- g. Ladies Captain. Colleen informed the executive that the Ladies Meet and Greet would happen on the 21<sup>st</sup> of April and requested the President and one other member of the executive to attend. 11 Jul will be the Ladies Invitational and Colleen will investigate with participants what tee times would be best.
- h. House Member. Rick will have plaques updated as well as sign up sheets for 19 Apr tee times for those that participate in the clean up. Rick is looking for names of winners for last year.
- i. Men's Captain. Shane brought up the issue of anyone from the executive who wanted to bring someone to play who might wish to join the club, the question being, could a guest pass be obtained. The answer is yes, on the discretion of the President who would then authorize the GM to issue one.
- j. Cleanup. Chris Rickett went over the timetable for cleanup on 18 Apr. Breakfast at 0700, Spring GM at 0800, clean-up starting at 0900, BBQ at 1100 for those participating in clean-up, Nine hole shot-gun at 1230. The President would like each member of the executive to give an update during the Spring GM.
- k. Driving Range. Dave Erb stated that weather and staff permitting, the driving range could open on 6 Apr.
- l. RMC Memberships. The GM outlined that he had been approached by RMC Cadets who had started a RMC Golf Club and who requested a reduced rate on our course. After discussion it was agreed that they will pay the military rate.
- m. Memberships. We have picked up 3 new members since Jan.
- n. Event planning. The GM has been given permission by the executive to book events in the afternoon on weekends w/o committee approval.

5      **Upcoming dates.** The next Executive Meeting will be held at the clubhouse at 1615 hrs on 7 Apr 09.

Recommended / Not Recommended

J.D. MacLeod  
LCol  
President Garrison Golf Club

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Recommended / Not Recommended:

J.L. Campbell  
CIV  
PSP Manager

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Approved / Not Approved

L. Cyr  
LCol  
Chairman, Board of Directors

# GARRISON

## GOLF & CURLING CLUB

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### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GG&CC CLUBHOUSE, 22 JUNE 09**

#### **Members**

D. MacLeod (President)  
C. Rickett (Vice President)  
I. Malinowski (Secretary)  
R. Ward (House Member)  
C. Ward (Ladies Captain)  
A. Shankland (Green's Chairman)  
G. Collins (Junior Coord)  
A. Kimbers (Marshall Chair)  
B. Chagnon (Member at Large)

#### **Ex-Officio**

J. Clements (General Manager)  
D. Erb (Superintendent)  
J. Breen (Retain Manager)

#### **Absent**

G. Gratton (Senior Coord)  
M. Raymond (Rules & Handicap Chair)  
R. Lloyd (Club Captain)  
S. Gordon (Men's Captain)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615rs.
2. **Review of previous minutes.** As no minutes had been prepared for the previous meeting, items of old business were asked for.
  - a. **Signage.** Tee box signs are generally good but the posts are deteriorating badly. An idea has been put forward to use native rock from the course and to mount the current signs on the rock at each hole. A trial will be conducted on #10 to get member feedback and to confirm it is the way we need to go. Action by Dave Erb and follow-up by Andy Shankland.
  - b. **Sponsorship,** Chris Rickett provided an update on tee block sponsorship, we have 4 holes sponsored and 2 pending with payment promised and one other possible.
  - c. **Nametags.** Colleen Ward asked about the status of nametags for staff and Jeff indicated he would order them "today". Action by GM.
3. **Financial Update.** The GM outlined the current financial state of the club and it is clear that our performance to date this year is not as positive as we had hoped. Membership numbers remain an issue and although the bar and general operations numbers are positive, payments on our debt are stifling our ability to make any real profit. The president remains committed to providing a presentation to the Base Fund Board of Governors this fall to seek some kind of relief.

4

#### **New Business.**

- a. Ladies Captain question. Colleen asked if we could look at improving the condition of the ladies washroom. She will canvass the ladies and come up with ideas on what improvements to make and then they can be costed.
- b. House Member. Rick Ward asked what the feasibility was of changing the Club's name to simply "Garrison Golf Club" to protect the integrity of the club when the bowling alley is built. Jeff will check the regs. Further discussion ensued with respect to the need to keep an area for our club that is free from birthday parties for children, etc. It was also recommended that we have executive input to the design and execution of the project. The president will ensure this happens.
- c. Scorecards. There have been some errors in the printing of the new scorecards. The GM will take action with the printer to have them re-printed although there may be some cost as the club bears some of the fault in the errors. GM to action.
- d. Tournaments. Concern was raised over the issue of the calendar and the fact that two tournaments seemed to be on one Saturday and the Men's Club Championships are shown as starting at 0630. The GM will verify and fix problems with the calendar. Concern was also raised over the number of tournaments being held. What everyone needs to understand is that the club needs tournament revenue badly to help keep the club solvent. A balance has to be struck between safeguarding time for the members to be out on the course and building revenue. GM to track.
- e. Ladies Club Championship. As at the date of the meeting only 9 ladies had signed up. Colleen will canvass the ladies and try to beef up the numbers. The general feeling of the executive was that even with only nine participants it should not be cancelled.
- f. Juniors. Gary outlined that his intent was to run a skills competition later in the summer for our own juniors. Our club has been involved in the K Rock St Lawrence Junior Golf Tour in past years but we get little or no participation from our own juniors. What has happened in the past is that we run a big event with no real benefit to the club. Gary's intent is to run our own event.
- g. Range Balls. These are disappearing in large numbers and discussion centred around people taking them home or keeping a bag in their car for early morning use, etc. Some people are also using them on the course. All members should police the use of range balls on the course but it is felt that even if members have a bag of balls in their possession, the balls are still in use by the club. Pro shop to monitor the situation.
- h. The GM presented, for write-off, the items found in the attached Write-off and Disposal certificates (090622-A 1/3, 090622-B 2/3 and 090622-C 3/3). He explained that while the Chairman of the Board was the approval authority for Write-off's, recommendations typically come from the Executive Committee. The committee recommended that the items be approved for write-off by the Chairperson of the Board of Directors.

5.

#### **Maintenance.**

- a. A number of issues were brought up including the work on #12 tee box which is to start this week. The sod will be removed, the tee levelled and new sod will be put down. Discussion ensued as to what to do with the old sod, could we fill existing potholes on the course, etc. Dave Erb will do what he can with the maintenance staff he has available.
- b. Ground under repair was brought up it was decided that Mike Raymond should tour the course to identify areas of GUR. This is so that players can apply the correct rules and also so that when possible, Dave's crew could address them.

- c. Gary expressed concern over the bridge approaching the 15<sup>th</sup> tee and how it is slippery when wet. Ideas are sought on how to address this issue and Dave will action as time and other resources allow.
  - d. The #9 bunker project will be finalized as the equipment issue has now been sorted.
6. **Website.** A separate discussion after the main meeting occurred where a concern by the GM was raised on the topic of routine updates. The GM has been told by the webmaster that he has to see Andy to clear putting updates on the site. This is unacceptable. Andy's role as website designer was discussed and it was decided that he would continue in this role. However, the GM should be able to have updates posted as required as long as they meet the general criteria of formatting, language, etc. Andy will speak to the webmaster to make sure he knows that the GM is to have this authority.
7. **Next Meeting.** The next Executive Meeting will be held at the clubhouse at 1615 hrs on 27 Jul 09.

Recommended / Not Recommended

//original signed//

J.D. MacLeod

LCol

President Garrison Golf Club

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Recommended / Not Recommended:

J.L. Campbell

CIV

PSP Manager

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Approved / Not Approved

L. Cyr

LCol

Chairman, Board of Directors

# GARRISON

## GOLF & CURLING CLUB

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### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GG&CC CLUBHOUSE, 27 JULY 09**

#### **Members**

D. MacLeod (President)  
C. Rickett (Vice President)  
S. Gordon (Men's Captain)  
G. Gratton (Senior Coord)  
G. Collins (Junior Coord)  
J. Shirley (Acting Marshall Chair)

#### **Ex-Officio**

J. Clements (General Manager)  
D. Erb (Superintendent)  
J. Breen (Retail Manager)

#### **Absent**

I. Malinowski (Secretary)  
R. Lloyd (Club Captain)  
M. Raymond (Rules & Handicap Chair)  
R. Ward (House Member)  
C. Ward (Ladies Captain)  
A. Kimbers (Marshall Chair)  
B. Chagnon (Member at Large)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615rs.
2. **Review of previous minutes.** The following items of old business were discussed.
  - a. **Signage.** Dave Erb showed the executive two new signs that have been paid for by new sponsorship. The new signs cost \$150 total but the cost is covered by the amount we charge for the advertisement (\$500). The signs will go up shortly and will be taken down during winter months. In addition work has commenced on #10 to trial a new method of displaying the hole info. Continued action by Dave Erb;
  - b. **Nametags.** Have been ordered and received;
  - c. **Ladies toilet.** Colleen has put forward suggestions for improvements:
    - i. replace taps, existing ones both turn same way;
    - ii. paint radiator with heat resistant paint;
    - iii. replace paper dispenser; and
    - iv. fix scrape on drywall.

Dave Erb has a set of taps and paint and will action the items soon as time permits.
  - d. **Scorecards.** Newly corrected scorecards are in and are available for use. Some of the incorrectly printed ones were used on the weekend of the Men's Championships and where appropriate/possible we will continue to use them.

- e. Bridge to #15 tee. Dave has looked at options for a non-slip covering but has not costed them out as yet. In the near term he will place a sign stating “slipper when wet”. He will also look at fixing the right hand bridge over the creek on #15. New railway ties are required.

3. **Financial Update.** The GM outlined the current financial state of the club and it is clear that our performance to date this year is still not as positive as we had hoped. Membership numbers remain an issue and although the bar and general operations numbers are positive, payments on our debt are stifling our ability to make any real profit. The president and GM will begin work on a presentation for the Base Fund Board of Governors in August to outline our current fiscal situation and to ask for help.

#### 4 **New Business.**

- a. Hole #1. Recently a lady broke her arm after slipping on wood that formed part of the #1 tee. The wood has since been removed.
- b. Pro Shop Sales. Some items that are not selling in the Pro Shop have been identified and the executive agreed that there should be a sale to get rid of them. Action by James.
- c. Kingston This Week Readers Choice Award. The Club has been approached by KTW to post an advertisement as a “Reader’s Choice”. The ad costs the club \$150 and there is not much of a return if any. As we are not allowed “compete” in the public forum and therefore not really allowed to advertise, the executive voted not to put the ad in. Instead we are going to maximize opportunities to advertize in The Garrison, the new Base paper.
- d. A question was raised by Linda Masse as to whether or not a winery could be approached to sponsor the Ladies Night Year End Finale. We deal with a wine supplier and to date our wine purchases have totalled approximately \$1000. The same supplier has already done one tasting for the ladies with an approximate retail value of \$200. On the night of the tasting no one bought from the bar and the club took a loss of \$40.38 because the wine was free and the club still has to pay a bartender. If we get a winery to sponsor the ladies event the club will once again take a loss which we are not in a position to accept. The executive agreed that all members should expect to have to pay for their drinks in our clubhouse and that the club will not support a winery sponsoring an event such as this.
- e. Greens Chair. Andy Shankland has resigned his duties as greens chair and Chris Rickett has volunteered to take them on in the interim until a new member can be found to take over. In the meantime the GM will canvas the membership on his periodic updates and on the website to see if there is any interest in the position.
- f. Green Fee Players. The President sought clarification about the staff allowing green fee players on the course in slow periods. This was agreed to early in the season as a way to increase revenue. James confirmed that the staff is all aware of the policy and is allowing non-member green fee players on the course when opportunities exist. James to monitor.
- g. Marshals. Jack Shirley attended the meeting on behalf of Art Kimbers. Jack explained that there were 7 marshals out for Syl Apps and that they are doing good work. He explained that their role is to assist the golfers, not to be enforcers. He expressed concern that our own members can be the worst offenders with respect to damaging the course or not respecting the rules. He asked that the Pro Shop assist in the area of dress but acknowledged that they are busy and cannot see everyone that attends the course.
- h. Chris Rickett brought the results of the Men’s Championships and they will be posted. He praised Shane’s work in running the event. In turn, Shane thanked Chris, George and James for their help. Some items to record for next year, ie; the sandwich idea was well done and well received. Prizes for the various categories need to be re-balanced as they are out of whack. Pictures will be coming shortly. Lastly, the Men’s Chair should organize the event, not the Club Captain and the executive agreed.

- i. George explained that for the “Travelling Seniors” there were 97 golfers on the course, 12 of which were ours and that it was a great event for the club. In addition the IKE is filling up. Also the Senior Club Championship is in August and the flyer contains incorrect info. It will be corrected by the GM once the revisions are received from George.
5. **Maintenance.**
- a. The #12 tee is up and running and feedback has been good. Some of the extra sod from this project has been used elsewhere and Dave is monitoring whether or not it is taking hold. This is the only major project to be undertaken this year due to financial considerations.
  - b. Dave has written his exam to become an “agent” for integrated pesticide management and the results have not been received yet although Dave is confident that he passed.
  - c. The club is losing more trees to “dutch elm disease” but will continue to plant new trees. The club expects more new trees from the Base and a suggestion from a member to put ribbons on new trees will be implemented. A rule already exists at the club whereby a ball can be moved away from a new tree to keep from damaging it.
  - d. The #9 bunker project has been finalized.
6. **Website.** With the resignation of Andy Shankland as greens chair and also from any responsibility for website upkeep, an email has been sent to the webmaster stating that the GM is now the sole contact for this issue.
7. **Next Meeting.** The next Executive Meeting will be held at the clubhouse at 1615 hrs on 24 Aug 09 in the DAT conference room, Grant Building beside the driving range, building B-38.

Recommended / Not Recommended

J.D. MacLeod  
LCol  
President Garrison Golf Club

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Recommended / Not Recommended:

J.L. Campbell  
CIV  
PSP Manager

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Approved / Not Approved

L. Cyr  
LCol  
Chairman, Board of Directors

# GARRISON

## GOLF & CURLING CLUB

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### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GG&CC CLUBHOUSE, 24 AUGUST 09**

#### **Members**

D. MacLeod (President)  
R. Lloyd (Club Captain)  
S. Gordon (Men's Captain)  
R. Ward (House Member)  
C. Ward (Ladies Captain)  
M. Raymond (Rules & Handicap Chair)  
G. Gratton (Senior Coord)  
G. Collins (Junior Coord)  
Art Kimbers (Marshall Chair)

#### **Ex-Officio**

D. Erb (Superintendent)  
J. Breen (Retail Manager)

#### **Absent**

C. Rickett (Vice President)  
I. Malinowski (Secretary)  
B. Chagnon (Member at Large)  
J. Clements (General Manager)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615rs.
2. **Review of previous minutes.** The following items of old business were discussed.
  - a. **Signage.** Dave Erb gave feedback on the membership's reactions to the new sign examples on #10 tee box. Dave relayed that there was positive feedback and this was echoed by all present. Dave will now design the signs with the addition of the hole layout. Advertiser's signs will be on a cedar post beside the hole signs;
  - b. **Ladies toilet.** Colleen explained that the ladies are very happy with the improvements accomplished so far (new paper dispenser, new soap dish) and she and Dave Erb will speak to settle on a color for the new paint. New taps are still to be added as well;
3. **Financial Update.** The President outlined the current financial state of the club and it is clear that the club is making headway in the areas of pro shop sales and bar sales. Revenue is up in both those areas and this is due in large part to the opening of the course to green fee players. Once again it had to be explained that the drink cart is not profitable as the levels of sales do not even cover the wages of the server on duty. There was a suggestion to close the bar earlier on the weekend and this can be looked at by the GM. Discussion followed on topics such as increasing revenue through corporate memberships, decreasing staff, the need to communicate to our members, etc. The President asked for ideas on the presentation to be made to the Board of Governors of the Base Fund and emphasized the requirement of being positive and not sounding like the club is looking for a handout. Discussion is to follow with the President of Curling and it may even be advantageous to make a joint presentation with him. Action by the President.

4

#### **New Business.**

- a. Fall Incentive program. The President outlined the proposed FIP. The recommendations are to hold all prices as they presently are, to offer free golf to new members for the remainder of this year, and to offer a choice of 4 free passes or a storage and locker combo. An idea was offered to offer storage of the new three wheeled cart if new storage sheds could be found. Management is to approach the Base to see if any new sheds could be found.
- b. Handicap. The Handicap Chair outlined that 4 years ago the RCGA tightened the rules on licensing of clubs that are authorized to issue RCGA handicaps. For example there is supposed to be a committee and the chair is supposed to have attended the RCGA seminar. This is not a problem in our club as quite a few people are qualified. The first license is soon to expire and Mike will do the admin to renew it. George asked a question as to the re-rating of our course and Mike answered that it was scheduled to be re-rated next year.
- c. Name change. Rick Ward brought up the idea of changing the name of the club to solely, "Garrison Golf Club" instead of GG&CC. After discussion this idea was dropped.
- d. Pro Shop Staff Briefs. Rick Ward brought up the idea of briefing the pro-shop staff weekly as to what is going on for that week. He mentioned that there had been a few instances of staff not being able to answer questions. James stated that he has a read-in sheet that staff are required to read weekly but that not everyone is as diligent as they should be. Also, having everyone in to hold a briefing would mean that they would have to be paid for that time.
- e. Greens Chair. Andy Shankland has resigned his duties as greens chair and Chris Rickett has volunteered to take them on in the interim until a new member can be found to take over. In the meantime the GM will canvas the membership on his periodic updates and on the website to see if there is any interest in the position.

5.

#### **Maintenance.**

- a. Slow greens. Dave explained that the reason for slow greens is that he tried a new fertilizer product just before all the rain and did not expect the amount of rapid growth on the greens. He will take steps to cut them closer and understands better now how to use the new product.
- b. Dave has written his exam to become an "agent" for integrated pesticide management and the results are in: he has passed. Well done Dave.
- c. Work on cart paths continues.
- d. Base has started work on the trees that it is contributing and the first in will be a double line of cedars beside the JSR parking lot to separate the chipping area from that parking lot. The plan for trees is to concentrate them in areas such as where the dead trees were cut off of #7, between 2 and 8 to further define those fairways, and between 2 and 3 as well. The great thing about this project is that Base is doing all the work. Members and guests will have to be patient if encountering work crews on the course.
- e. Dave will look at fixing the concrete slab in the canteen area. He will report on options and cost next meeting.

6.

#### **Round Table.**

- a. House Chair.
  - i. Rick mentioned that he thought the handicap holes are incorrect. This comment highlighted the fact that many members do not understand how the holes are rated. They are rated on the basis of the difference in performance between a scratch golfer

and a bogey golfer. Mike entered over 1500 individual scores according to how the RCGA wants it done. Mike will put an explanation in next year's handbook.

- ii. Senior Club Championships was well run but nothing is in the paper. Rick volunteered to have something put in the paper. We need to do this as a matter of course, management to action in future, Rick will see that it's done this time.
- b. Men's Captain. Shane asked for clarification on the new trees. It was explained that the club was spending \$3000 in "material" for trees and that the club's trees have been planted. The Base is providing \$10,000 for "material" for trees and that the project has begun. Base is doing all the work and hopefully we can expect another 10K next year from the Base Environmental Officer.
- c. Senior Coord.
  - i. George reviewed that the IKE had 135 golfers and that there was good cooperation from everyone. Bill Fielding sponsored it (Fielding Tires) with 12 tire prizes and will again next year. It was agreed that Bill will be offered 4 passes for golf in appreciation.
  - ii. The Men's Senior Championships had 57 golfers and Jeff Henning is our champ. The staff did a great job with the sandwiches, well done. All prizes were purchased from our pro-shop. Some money was left over and a tree will be purchased and planted for IKE next year.
- d. Club Captain. Rob announced that intersectional's team selections were made and are posted to the website. The JL Edwards was won by Aldridge and Stark and the President's Cup was won by Lloyd. Rob asked for clarification on the project on #15 to build up the area from the rock and down to the bridge. He felt the plan was unacceptable. Discussion ensued about the flooding that takes place each year and we don't want to exacerbate the situation. It was agreed that work will be done to include a cart path leading up to the bridge to address the uneven ground and that Dave will look at a "foot-path: option over the creek from the area of the rock to the opposite side of the creek and then around to higher ground beyond the bridge. Dave to address at next meeting.
- e. Marshal Chair. Art asked when we were going to start putting aside money for capital asset renewal. Discussion ensued and it was agreed that we need to look at this for next year's budget. Mowers and carts need to be updated. GM to action in budget.
- f. President. The President suggested that one way to make our course more appealing would be to replace all ball washers. Now that we have some new revenue, a purchase of 21 new ball washers (ours are over 20 years old) would go a long way to showing the members that we are doing some things to improve the course. All agreed. Management will investigate the cost of new ball washers.

7. **Next Meeting.** The next Executive Meeting will be held at 1615 hrs on 21 Sep 09 in the DAT conference room, Grant Building beside the driving range, building B-38.

Recommended / Not Recommended

J.D. MacLeod  
LCol  
President Garrison Golf Club

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Recommended / Not Recommended:

J.L. Campbell  
CIV  
PSP Manager

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Approved / Not Approved

L. Cyr  
LCol  
Chairman, Board of Directors

# GARRISON

## GOLF & CURLING CLUB

### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GRANT BUILDING, 21 SEP 09**

#### **Members**

D. MacLeod (President)  
R. Ward (House Member)  
S. Gordon (Men's Captain)  
C. Ward (Ladies Captain)  
G. Collins (Junior Coach)  
M. Raymond (Rules Chair)  
G. Gratton (Senior Coordinator)

#### **Ex-Officio**

J. Clements (General Manager)  
J. Breen (Retail Manager)

#### **Absent**

C. Rickett (Vice Prescient)  
A. Kimbers (Marshall Chair)  
I. Malinowski (Secretary)  
Rob Lloyd (Club Captain)  
D. Erb (Superintendent)  
B. Chagnon (Member at Large)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615 hrs.
2. **Review of previous minutes.**

**Ball Washers.** The price of ball washers has been investigated and the cost for 22 of the classic side crank polycarbonate style ball washer is \$4840 at an individual cost of \$220 each, plus tax. Meanwhile some work has been done to improve the condition of existing ball washers.

**Course Rating.** The question of redoing the course rating came up and the GM has checked with the GAO. Our club is on the schedule for re-evaluating the course rating at the start of the 2010 golf season, probably in May.

**Irrigation System.** The system is now operational again and there is already an improvement in the condition of the course.

**Mgmt Review Committee.** The club president has made a presentation to the MRC with a view to creating a new joint business plan for the GG&CC with the curling and Base. The MRC agreed that a jointly presented business plan to the Base Fund Board of Governors in April would be appropriate. Therefore it is the President's intent to sit down with the curling president and Base reps to hammer out an agreement that more equitably shares the costs of running the clubhouse and paying the staff.

3. **Financial Update.** The GM presented the monthly financial update. It was obvious that there has been more revenue generated in the pro-shop and this is largely due to green fee play. This is encouraging but we are not yet in a comfortable position. We are already borrowing money from next year to pay this year's bills. This cannot continue.

4. **Membership.** Membership numbers are looking promising for 2010 in that some new military members have already purchased memberships based on the fall incentive program. It has been suggested by Gary Collins that we should encourage current members to promote the club and if they were to bring in 5 new members, they would have their membership free for the following year. Discussion ensued and the executive agreed that this could be a very positive way of getting new members. The rules that will guide this incentive are attached and will be briefed to both the men's and women's closing tournaments on 26 and 27 Sep by the president.

5. **New business.**

(a) **President's Appreciation Tournament.** This tournament for members of the executive, staff, volunteers and marshals will be held on 10 Oct with tee times starting at 0900 with lunch to follow. The President will also invite our contracted pro, Brian Marshal.

(b) **Executive Positions.** At the closing tournaments it will be announced that a new Green's Chair is needed and this will be voted on at the spring GM prior to the cleanup unless we get only one name in which case the executive can appoint the person in question and we will announce it at the spring GM.

(c) **House Member.** It was recommended by Rick Ward that a working group be formed to address some of the long standing issues with the men's locker room, namely the carpet, paint and others. Rick has volunteered to look at what needs to be done and to lead a crew to do the work. The President will speak to the Curling President to see if there is any interest and money available from curling to assist as it is in their best interest too.

(d) **Fungus on Greens.** Rick Ward suggested that it was time to get serious about fixing this problem as we can ill afford to lose a green due to the cost of replacement. Chris Rickett, acting Green's Chair will be tasked to speak with Dave Erb about this issue

and to consult with other superintendants and to check the literature and the web for possible fixes.

(e) **Ladies Captain.** Colleen Ward offered a big well-done to Brian Marshal for his work in lessons and clinics. Thank you Brian.

(f) **Men's Captain.** Shane reiterated his disappointment that was felt during the City Championships and Intersectional's with respect to the condition of the course. He noted that good strides had been made since then. It became clear that one of the reasons our staff is not visible later in the afternoon is that they work an eight hour day that starts one hour before the first tee time. At the height of summer when they start at 0530, this means they are gone by two o'clock.

(g) **Senior's Coordinator.** George mentioned that the club needs to be managed adequately and the proper priorities needed to be set. All agreed.

(h) **General Manager's Update.** Jeff outlined that Cookie Cartwright has asked for the club to offer 4 free tee times for the Limestone Cup, a lady's district event. All agreed that this would be a good thing and permission was granted.

(i) **President's Points.** Dave asked the executive if they thought it would be a good idea to display our photos in the clubhouse so that members could put a face to a name and therefore more readily recognize and approach us with issues. All agreed and this will be implemented for next season. The President will suggest a similar idea for the curling club to their President.

6. **Upcoming Meeting.** It was proposed that the next Executive Meeting would be held at the Grant Building at 1615 hours on 19 Oct 09.

J.D. MacLeod  
LCol  
President Garrison Golf Club

Attachments:

1. Financial report dated 21 Sep 09.
2. New membership incentive program guidelines.

Recommended

J.D. MacLeod  
LCol  
President Garrison Golf Club

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Recommended/Not Recommended

J.L. Campbell  
PSP Manager

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Approved/Not Approved

L. Cyr  
LCol  
Chairman, Board of Directors

# GARRISON

## GOLF & CURLING CLUB

### **GARRISON GOLF CLUB EXECUTIVE MEETING** **HELD AT GRANT BUILDING, 8 DEC 09**

#### **Members**

D. MacLeod (President)  
C. Rickett (Vice President)  
Rob Lloyd (Club Captain)  
G. Collins (Junior Coach)  
S. Gordon (Men's Captain)  
Ted Burgess (Marshall Chair)  
M. Raymond (Handicap and Rules Chair)  
G. Gratton (Senior Coordinator)

#### **Ex-Officio**

J. Clements (General Manager)  
Dave Erb (Superintendent)  
J. Breen (Retail Manager)

#### **Absent**

R. Ward (House Member)  
C. Ward (Ladies Captain)  
I. Malinowski (Secretary)  
B. Chagnon (Member at Large)

#### **Agenda Item**

1. **Call to Order.** The meeting was called to order at 1615 hrs.
2. **Review of previous minutes.**
  - a. **Business Planning.** The President reviewed progress to date. One meeting has been held with the PSP Manager and Curling President and our own GM to review potential options to have all parties including Base shoulder their appropriate portions of costs for running the clubhouse. Since that meeting took place a positive communication was received by the President from the Base Commander indicating that he wants the Base to take on its appropriate costs and that he wants the issue resolved before the Base Fund Committee sits in April. This is good news.
  - b. **Ball Washers.** Dave Erb reviewed the actions that he had taken since last meeting. One ball washer was refurbished in the club shop ie; sand blasted and

painted and looks really good. A company has been found that will sandblast and epoxy paint 20 washers for \$1200.00. Dave can order the internal parts for those that need them for a total cost for the project of just over \$2000.00. The executive voted unanimously to complete the project over the winter.

c. **#15 Alternate Crossing.** Dave Erb outlined that the proposed crossing of Butternut Creek on #15 on the right hand side by the rock would be a large extensive project and would cost in excess of \$6500.00. As an alternate he suggested raising the left hand bridge on abutments and improving the entry and egress from that bridge. He feels that if the bridge is raised 18 inches it will no longer be subject to being washed away in spring. Associated with this project will be a paved track leading to the existing railway tie bridge on the right to improve the situation for carts. The executive approved this project.

d. **Men's Change Room.** The carpet has been removed and Dave Erb has looked at an alternate option for the floor. He has priced out ceramic tile and feels that the total area could be tiled using our own labour force for a cost of \$1000.00. Discussion ensued and it was decided that we would go ahead but that the President will ask the Curling President for the Curling Club to pay for half of the cost. Action by the President.

3. **Financial Update.** The GM presented the monthly financial update up to end Oct. The overall situation is that our green fee play has resulted in a situation where we could, for the first time in a few years, make enough money this year to pay this year's costs by the end of the fiscal year. Our projected bank balance is over what we had as a bank balance at this time last year which is very positive.

4. **Membership.** Membership is encouraging and is up slightly from this same time last year. We will monitor this situation. Discussion ensued about packages in that the Senior NCO Mess has indicated it did not sell all of the packages it bought this season. The GM will investigate what level of financial problem this presents to the mess and at the next meeting we will look at options for possibly helping the mess out, either pro rating a refund or other option.

5. **New business.**

(a) **Vice President.** Chris Rickett will continue to work on potential advertisers and will talk to the commissionaires about renewing their advertising on the score cards. Chris also recommended getting our member booklets printed at the CFSCCE print shop to get a higher quality product.

(b) **Senior Coord.** It was noted by George that if we are looking to save money why not eliminate the free tees and repair tools from the member packages. It was discussed as well that we could potentially not include a member booklet as this information is all now on the website. A member booklet would still be given to new members. We will investigate these options.

6. **Upcoming Meeting.** It was proposed that the next Executive Meeting would be held at the Grant Building at 1615 hours on 19 Jan 2010.

J.D. MacLeod  
LCol  
President Garrison Golf Club

Attachments:

1. Financial report dated 25 Nov 09.

Recommended

J.D. MacLeod  
LCol  
President Garrison Golf Club

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Recommended/Not Recommended

J.L. Campbell  
PSP Manager

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Approved/Not Approved

L. Cyr  
LCol  
Chairman, Board of Directors