

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GARRISON CLUBHOUSE 16 JANUARY 2012

Members

D. MacLeod (President)
C. Rickett (Vice President)
R. Lloyd (Club Captain)
B. Allan (Handicap & Rules Chair)
T. Burgess (Marshalling Chair)
S. Gordon (Men's Captain)
A. Paziuk (Ladies' Captain)
R. Johnson (Green's Chairman)
R. Ward (House Member)

Ex-Officio

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

Absent

T. Brown (Member at Large)
G. Gratton (Senior Coordinator)
E. Fjarlie (Junior's Coordinator)
I. Malinowski (Secretary)
D. Erb (Superintendent)

Agenda Item

1. Call to order and Opening Remarks.

- a) The meeting was called to order at 16:00 hrs.

2. Review of previous minutes.

- a) Minutes from 14 November 2011 were read and accepted.

3. Financial & Membership Update

- a) The GM presented an update on the number of memberships sold thus far compared to the same time last year. The number is up by 15 with the bulk of them being new Military members.

- b) The GM stated that due to the restructuring of the GG&CC financial statements that was driven by the compliance audit, the financial position of the club could not be accurately presented at this time. With revenues from the Pro Shop moving back into the Golf Club stable it is expected that a significant benefit will be realized for the club.

4. Old Business

- a) Power Carts Leasing Options – The GM indicated that he has received 3 proposals and after evaluating the costs and benefits of the proposals, he recommended the Turf Care proposal to lease 30 X 2012 Yamaha carts as it was the most cost effective, the carts are the more stylish of the 3 brands evaluated and the service from Turf Care for surpasses that received from the other two suppliers.

MOTION: GM to proceed with the leasing of 30 new Yamaha power carts

IN FAVOR: 9 OPPOSED: 0

MOTION CARRIED

- b) Storage Sheds – At the last meeting it was suggested that the 2 sheds used for cart storage (located beside the 1st Tee) were unsightly and obstructed the view of the 9th green from the 18th green. It was suggested that the sheds be moved to another location. The GM stated that he had conducted a site evaluation and there is no better location which will allow the Pro Shop staff to visually monitor the sheds. The GM recommended that the sheds be painted thus allowing them to better blend in to the surroundings. After some discussion a motion was made to paint the sheds.

MOTION: Cart storage sheds to be painted green

IN FAVOR: 9 OPPOSED: 0

MOTION CARRIED

- c) Hybrid Tees – The house chair stated that the Blue/White hybrid tee suggestion at a prior meeting was his and he asked if it was going to be undertaken. It was explained that at the last meeting it was decided that the working group headed by the Rules & Handicap Chair would continue to investigate however a decision was not likely until the start of the 2013 season.
- d) Reciprocal Agreements – The house chair asked about the reciprocal agreements between CF courses. It was explained that due to the inconsistency in the practice, it was decided at the last meeting, that we would cease offering a reciprocal rate to members of other CF courses until such time as a national policy was implemented thus leveling the playing field for all CF courses.

5. New Business

- a) The Club Captain requested that the club offer team shirts to all participants representing the club in the St. Lawrence League and the GAO Intersectional's at cost or a discounted rate. The GM will investigate what can be done and report back at the next meeting.

- b) The Vice President stated that he would be sending out the letters soliciting hole advertisers by mid-February.
- c) The Men's Captain stated that the Men's Opening would be held as a 9:00 AM shotgun start on Saturday, 12 May 2012. The Ladies Captain added that the Ladies Opening would be held the following day Sunday, 13 May 2012 with the start time TBD.
- d) The Men's Captain stated that the Men's Closing would be held as a 9:00 AM shotgun start on Saturday, 22 September 2012 however he objected to the prior meetings discussion surrounding the event being done as a Member/Guest. It was in his opinion that if the club were to host a Member/Guest event it should be run as a separate event. It was decided that a plan for a separate event would be investigated.
- e) The Men's Captain was concerned that the wording of the pace of play policy that will be enforced for certain events next year was quite ambiguous and needs to mirror the GAO policy thus allowing better continuity for players who may be playing in GAO events at other locations. The committee was in agreement with this.
- f) The Greens Chair stated that a more cost effective cart direction sign had been found and looks promising for implementation this season.
- g) The Greens Chair stated that he and the superintendent had developed a list of criteria for evaluating the feasibility of potential projects. He stated that this should allow for a better ability to determine what projects can reasonably be completed.
- h) The Greens Chair stated that a site survey had been conducted to determine what, if any, improvements can be made to the practice area. A plan is now being developed and a proposal will be brought before the committee at the next meeting.

6. Round Table

- a) The Club Captain stated that he would like to use the Men's Club Championship as the qualifier for the St Lawrence League. This would however require moving the date of the Men's Club Championships into June. If this is not desired, he suggested that a separate qualifying event be held in June. It was the opinion of the committee that the Club Championships being moved should not pose too much of an issue however, as the team needs to include at least one senior, that person would have to come from one of the seniors who participate in the Men's Club Championships as opposed to the Senior Men's Club Championships. It was the opinion of the Head Marshal that the Senior Coordinator should be involved in this discussion thus he suggested that any decision be deferred until the next meeting.
- b) The President stated that in the future, new agenda items are to be forwarded to the GM in advance of the meeting to be included in the agenda and not just brought up at the meeting.

7. Timing and Location of next meeting.

- a) The next Executive Meeting will be held at 1600 hrs on 13 February 2012 in the Grant Building.

- b) The meeting was adjourned at 1705 hrs.

Recommended / Not recommended

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

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

A.M. DeJacolyn
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GARRISON CLUBHOUSE 19 MARCH 2012

Members

P. Beauchamp (President Elect)
C. Rickett (Vice President)
R. Lloyd (Club Captain)
B. Allan (Handicap & Rules Chair)
T. Burgess (Marshalling Chair)
S. Gordon (Men's Captain)
A. Paziuk (Ladies' Captain)
R. Johnson (Green's Chairman)

Ex-Officio

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

Absent

D. MacLeod (President)
T. Brown (Member at Large)
G. Gratton (Senior Coordinator)
E. Fjarlie (Junior's Coordinator)
R. Ward (House Member)
I. Malinowski (Secretary)

Agenda Item

1. Call to order and Opening Remarks.

- a) The meeting was called to order at 16:00 hrs.
- b) As the President was unavailable, the Vice President Chaired the meeting. He introduced Major Patrice Beauchamp who will be assuming the duties of Golf Club President when LCol Macleod steps down next month.

2. Review of previous minutes.

- a) Minutes from 16 January 2012 were read and accepted.
- b) The Marshalling Chair asked about the number of Handicap parking spaces and if there was any progress on increasing the number available. The GM stated that discussions with DCC have indicated that when the parking lot is paved, the number of handicap parking spaces should increase from two to four however no firm timeline has been provide with regards to the paving project.

- c) As a follow-up to the issue of painting the storage shed located by the first tee; in addition to painting the shed, we will attempt to put up some lattice work and vines to further assist in camouflaging the shed.

**The Men's Captain moved that the minutes be accepted as written
The Marshalling Chair seconded the motion
Motion carried.**

3. Financial & Membership Update

- a) The GM presented an update on the number of memberships sold thus far compared to the same time last year. The number is up by 8 with the bulk of them being new Junior Military members (dependants).
- b) The GM stated that a comparison to the budget was not possible at this time due to the continued restructuring of the clubs financial statements however the net result is positive. A full financial presentation will be prepared for the Spring General Meeting.

4. Old Business

- a) Power Carts Leasing – The GM indicated that approval to lease the new power carts had still not been received but that Ottawa was being made aware of the time constraints in an effort to speed up the process. We will continue to monitor the situation and should the approval process take longer than anticipated, we may need to make arrangements to have our existing carts made ready for use until such time as the new ones can be obtained.
- b) Team Shirts – The GM stated that providing team shirts at a reduced cost should not be a problem. The Retail Coordinator indicated that the biggest issue was getting the sizes far enough in advance to order the shirts and have them embroidered prior to the event. It was decided that this issue should be deferred to the next meeting to allow more time to work out a solid plan.
- c) Advertising Update – The VP stated that 32 solicitation letters were sent out. Three positive responses were received in addition to the 2 returning advertisers.
- d) Club Championship as qualifier – The Club Captain stated that he wanted to use the Club Championship as the qualifier for the St Lawrence League however to do so may require changing the dates. The Men's Captain stated that further to the discussion at the last meeting, he has spoken to the Senior Coordinator and he had no issues with the top senior from the Men's Club Championship being offered the Senior's spot on the team. There was some discussion as to whether moving the Club Championship was a good idea or not and it was decided that perhaps holding a separate qualifying event might be the better way to go. The Club Captain stated that he would look into this and update the committee at the next meeting.

5. New Business

- a) Practice Area – The Green’s Chair stated that he and the Superintendent have reviewed the suggestion that was brought forth by a member to improve the practice area. While the intent of the suggestion was great, the implementation of the plan would be problematic at best. The overall cost was quite prohibitive at this time and cannot be accomplished out of this year’s budget. Some safety issues were also presented as well as issues with rock and drainage. Recognizing that there is some room for improvement, further consideration will be given to minor improvements that can be accomplished within the budget. The VP stated that he would prepare a letter to the member explaining what can and cannot be accomplished and is hopeful that the member can be kept engaged in the process as they have obviously shown an interest in the improvement of the club.

- b) Long Range Planning – The Green’s Chair stated that they would continue planning where they left off in the fall. The VP asked that the plan be written-up for review and subsequent publishing on the website. The Green’s Chair asked about the project to extend Lance Ave up to Gore Road and how this will/may impact the Golf Course. The GM stated that while the project has been discussed for some time now, no information has been provided with regards to a time line or an exact proximity to the Golf Course. The Press Elect stated that he would get further information on this issue.

- c) Condition of Course – The Men’s Captain asked how the course was doing due to the mild winter and subsequent increased play. The Superintendent stated that the course was in much better shape than it was at this time last year. The biggest issue is the amount of branches that have fallen and need to be cleaned up. As for late season golf; the grass was dormant and thus any damage was negligible however with the warmer weather we are now experiencing, the course has been closed because the grass is most susceptible to damage when it comes out of dormancy.

- d) AGM & Course Clean-Up – The Spring General Meeting and Course Clean-Up will be held on Saturday, 14 April. Any attempt to move the date forward is not feasible due to prior commitments in the clubhouse or due to the Easter Weekend. The VP and the GM will firm-up the timings and publish them ASAP.

- e) Course Opening – The Course will open for play on Thursday, 29 March 2012. Tee times will be ball in rack starting at 8:30 AM. It is hopeful that the reservation system will be up and running shortly thereafter.

- f) Marshalling Fees – The Head Marshal stated that the stipend paid to the marshals for outside events had been \$9.00/hour for quite some time and suggested that raising it to \$10.00 might be a good idea.
The Rules & Handicap Chair made the motion to increase marshalling fess to \$10.00 per hour
The Men’s Captain Seconded this
All were in favor – Motion carried.

- g) The Rules and Handicap Chair stated that the GAO will be running a handicap seminar in May at the Loyalist Country Club.
She moved that the club pay for 5 members of the executive &/or Handicap Committee to attend. More specifically, Barb Allen, Shane Gordon, Rob Lloyd, Colleen Ward and Chris Rickett.
Seconded by the Marshalling Chair
All were in favor – Motion Carried

6. Round Table

- a) The Club Captain stated that he had completed his Rules Level 2 and only required the Rules & Handicap Chair to sign off on it.
- b) The Rules & Handicap Chair stated that there were some new rules coming and they would be published shortly.

7. Timing and Location of next meeting.

- a) The next Meeting will be the Spring General Meeting on 14 April 2012
- b) The meeting was adjourned at 1735 hrs.

Recommended / Not recommended

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

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

A.M. DeJacolyn
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF ANNUAL GENERAL MEETING HELD AT THE GARRISON CLUBHOUSE 14 APRIL 2012

Members

D. MacLeod (President)
P. Beauchamp (President Elect)
C. Rickett (Vice President)
R. Lloyd (Club Captain)
T. Burgess (Marshalling Chair)
S. Gordon (Men's Captain)
A. Paziuk (Ladies' Captain)
R. Ward (House Member)

Ex-Officio

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

Absent

B. Allan (Handicap & Rules Chair)
T. Brown (Member at Large)
G. Gratton (Senior Coordinator)
E. Fjarlie (Junior's Coordinator)
I. Malinowski (Secretary)
R. Johnson (Green's Chairman)
J. Breen (Retail Manager)

Agenda Item

1. Call to order and Opening Remarks.

- a) The meeting was called to order at 08:30 hrs.
- b) The President welcomed everyone. He stated that he was releasing from the Canadian Forces (CF) and has stepped down as President of the Garrison Golf Club (GGC). He introduced Major Patrice Beauchamp who has been appointed, by the Base Commander, President of the GGC.

2. Financial & Membership Update

- a) The General Manager made a presentation which showed the GGC's past financial performance and how, while the club was still not financially healthy, it was, due to changes in the operating structure of the club, recovering as a consistent rate which is projected to allow for recapitalization within the next 2 years. The 2012 operating budget was presented to demonstrate how these improvements were being made.

- b) The GM stated membership levels are currently ahead of this time last year but have not yet reached the total for last year. The total number of members is typically not known until mid to late June however the budget that was presented is based on maintaining the same level of membership as 2011.
- c) A member asked if changes were being made to the Twilight green fee rates as it was generally felt that they were too low. The GM stated that Twilight rates have been increased for the 2012 season.
- d) A member asked if anything could be done about personnel from the CF Joint Signal's Regiment (CFJSR) parking in the club parking lot. The GM responded that the Base parking policy is such that it is not the club's parking lot. It is the Base parking lot and as such we cannot restrict who parks there much the same as we are allowed to park in the lot beside the driving range. A Members stated that we should be able to do something about it. At this point Lieutenant-Colonel Boucher stood up and introduced himself as the Commanding Officer of CFJSR. He stated that he has encouraged his personnel not to park in the club parking lot however he also reminded the membership that it is not solely CFJSR who are using the lot as they are collocated with 21 EW Regiment as well as a couple other units. The end result was that until such time as the CFJSR parking lot is expanded (sometime this summer) there was going to be parking issues and we would all just have to exercise some patience. The GM also informed the membership that the parking lot would be paved at some point this year however the start date for the project was unknown at this time.
- e) A member asked about the plan to extend Lance Ave to the Gore Road Gate. The President Elect stated that while this was an active project, no timelines have been presented and he does not foresee any action within the next couple years. In the mean time, anyone who does see the plans, which are being displayed in some public spaces, may note that the current proposal would have an impact on the Pro Shop and practice area. He assured the membership that there would be many discussions before a final route was selected.

3. Committee Updates

- a) Club Captain – The Club Captain informed the membership that the club was joining the St Lawrence League and would be holding a qualifying event in June to determine who would be on the team. A member asked why a separate event was being held to do this instead of utilizing the Club Championship. The reason for this was to allow enough time for the Retail Manager to purchase team shirts which requires knowing the sizes. The Red & White Canada Day Tombstone will run again as usual. The Club Championship will be held on the 14th & 15th of July and will be used as a qualifier for the GAO intersectional teams. The possibility of resurrecting the Member/Guest was suggested and any input would be appreciated. The GGC will also be hosting the GAO Senior Men's Match Play this year as well as the Men's Mid-Amateur next year.

- b) Men's Captain – The Men's Captain stated that Men's Night would start on April 19th and will run until the end of October. The Men's Opening is scheduled for the 12th of May. Members are reminded that they must pay when they register.
- c) Ladies Captain – The Ladies Captain stated that there will be a poster out soon for the Ladies Opening. There will be a meet and greet with a wine tasting on the 24th of April and the Ladies Club Championships will run again this year on the 21st and 22nd of July. The GAO Ladies Intersectional's will be at the end of August. The Club Captain stated that all events require members to assist with registration and scoring and he encouraged all members to volunteer.
- d) Greens Chair – The Green's Chair was not available so the Superintendent reported that the course had wintered well and is in good shape. Due to the early opening, aeration of the greens had to be delayed and would be done some time in May. A Member asked about the possibility of removing the brush located to the right of the pond on Hole #6. This would allow for a bail out area for golfers who do not hit the ball quite as far. There was some discussion about the time and cost of such a project as well as how it might affect the course rating. No decisions were made however the possibility will be investigated.
- e) Junior Coordinator – The Vice President stated that the club requires a Junior Coordinator as the current incumbent, who was unavailable for the meeting, has indicated that he will be stepping down as soon as a volunteer comes forward. As the secretary has also stated the same a volunteer is also required for that position.
- f) Golf Pro – Brian Marshall stated that he has resigned a 2 year contract with the club and is very happy to continue to provide golf lessons services for the GGC.
- g) Rules and Handicap – The Vice President, on behalf of the Rules Chair, provided an update on the new Equitable Stroke Control (ESC) guidelines. The changes bring Canada into parity with the USGA and the changes are posted on the website.
- h) Vice President – The VP stated that he sent out many advertising packages and that in addition to a couple renewals, we have received several positive responses from new advertisers. He also stated that there are still many advertising possibilities on the course and if anyone had their own business and was interested they should let us know. He also stated that he would be putting together a Project Team to help out with minor projects on Tuesday afternoons. Anyone interested in assisting should provide their names to him. He then gave an overview of the cleanup plan for the day.

4. Adjournment.

- a) The meeting was adjourned at 1000 hrs.

Recommended / Not recommended

J.E.C.P. Beauchamp
Major
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

A.M. DeJacolyn
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT GGCC Clubhouse on 16 May 2012

Members

P. Beauchamp (President)
I. Malinowski (Secretary)
T. Burgess (Marshal Chair)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
B. Allan (Handicap & Rules Chair)
R. Lloyd (Club Captain)
R. Johnson (Green's Chair)
T. Brown (Member at Large)
R. Ward (House Member)
C. Rickett (Vice Prescient)

Ex-Officio

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

Absent

G. Gratton (Senior Coordinator)

Agenda Item

- 1. Call to order.**
 - a. The meeting was called to order at 16:00 hrs.
- 2. Review of previous minutes.**
 - a. Corrections to previous minutes:
 - i. 19 Mar 2012 - 2(c) NOT a priority item (** NOTE that priority list is still being worked on by Green's Chair)
 - ii. 14 Apr 2012 - 3(a) should read the club WAS joining the St. Lawrence league as opposed to WAS NOT.
 - b. The Handicap Rules Chair motioned that both minutes be accepted with corrections as noted above and seconded by the Member at Large. Motion carried.
- 3. Financial/Membership Update**
 - a. GM presented an update of financial statement and membership update.
 - b. The club should be in a position to recapitalize by Fiscal Year 2014/15 provided we meet forecasted numbers.
 - c. Membership numbers are slightly below budget however not all members have signed up yet.

4. Old Business

- a. Power Carts - GM will be signing leasing agreement on 17 May 2012 at which time old carts will be taken away and replaced by new carts.
- b. Team Shirts - The Club Captain asked the Retail Manager if there could be a discounted price for Team shirts and Retail Manager yes and it also depends on the type of shirt . Club Captain and ladies Captain will meet with Retail manager to choose shirts. A minimum of two weeks' notice is required to order.
- c. Advertising Update - Vice President has nothing to report at this time.
- d. Club Championship/St. Lawrence Qualifier - Club Captain informed the executive committee that there are twelve teams from the U.S. and Canada who play in the St. Lawrence League. Garrison male golfers will have the opportunity to participate in an upcoming qualifying event to try and make the team.
- e. The St Lawrence League Qualifier will be played in late June as the date needs to be confirmed with GM.

5. New Business

- a. Hole #6 bush removal - Motion made by Vice President that there is no need to remove the bush!
 - i. Seconded by Marshall Chair.
 - ii. The motion was carried.
- b. Purchase HD TV Svc for the 2013/14 season - Will be revisited at next meeting. Retail Manager will check the price.
- c. Staffing Update - Retail Manager is in the process of interviewing for five positions.
- d. Course Concerns – The GM indicated that a number of concerns have been raised with regards to why certain things are not getting done. Items ranged from the condition of the 4th Green to a shortage of regular flavored potato chips. The GM presented a list of items that the staff and management of the Golf Club are required to deal with. Many of these items are completely unseen by the membership but are still required functions. The consensus of the committee was that they should be consulted on any tasks that Golf Club personnel are asked to undertake. The President stated that he would request a meeting with the PSP Manager to open a dialogue and gain a better understanding of the working relationship between PSP and the Club.
- e. As many of the concerns in (d) seem to stem from a lack of communication about what is going on with the course conditions to members, the Vice President has volunteered to be Communications Officer and will write, as required, on a white board the course conditions for members. Also GM & Vice are working on a plan for increasing communication on GGC website.
- f. Rules & Handicap Chair is B. Allan and committee members are Vice & Club Captain. Chair presented oral report and provided written report to executive prior to meeting. Member at Large motioned to accept the report, voted and carried.
- g. Take a Kid to the Course Week - GM shared with the executive that this initiative to promote golf to young people consists of one child will golf free when accompanying a green fee paying adult during twilight hours.

6. Round Table Discussion

- a. Marshal Chair - Patio needs clean up.
 - i. Retail Manager will address this with Snack Bar Staff
- b. Secretary - Rough - Very long due to main mower broken and it takes two people to mow in place of the main mower.
- c. Secretary - Sand traps - haven't yet used deep tyre rake
- d. Secretary - Ladies Opening was a success. 38 Ladies participated in the two categories of Competitive & Recreational. As there was some missing information on the signup sheet at pro shop, the coordinators encouraged the ladies to be proactive and ensure that all info is entered at time of sign up. Ladies Captain will e-mail names of winners to GM
- e. Club Captain - Red & White Tournament will be held July 1st. Food issue still needs to be resolved.
- f. Club Captain - Men's Opening names of winners will be e-mailed to GM
- g. Superintendent - Green #4 should be ready for play in the next couple of weeks.
- h. Superintendent - Yardage marker sticks no longer available and will be replaced by same colored discs
- i. Superintendent - Cart direction signs are coming. Low priority on list, therefore white lines for now.
- j. Superintendent - Flags on greens really need to be replaced yearly due to the windy condition of the course.
- k. Handicap Chair - Asked if it might be possible to place wire garbage cans and ball washers on some of the forward tee boxes.
- l. Handicap Chair - Thank you for mowing up to the drainage ditch on #18.
- m. Handicap Chair - Greens on back nine seem to have been attacked by ants. Superintendent agreed and said they're on the list.

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 20 June 2012

8. Meeting adjourned at 18:10

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

A.M. DeJacolyn
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING **HELD AT 1st Cdn Div HQ Mtg Room on 20 June 2012**

Members

P. Beauchamp (President)
I. Malinowski (Secretary)
T. Burgess (Marshal Chair)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
B. Allan (Handicap & Rules Chair)
R. Lloyd (Club Captain)
T. Brown (Member at Large)
C. Rickett (Vice President)
G. Gratton (Senior Coordinator)

Ex-Officio

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

Absent

R. Johnson (Green's Chair)
R. Ward (House Member)
D. Erb (Superintendent)

Agenda Item

- 1. Call to order.**
 - a. The meeting was called to order at 16:40 hrs.
- 2. Review of previous minutes.**
 - a. Corrections to previous minutes dated 16 May 2012:
 - i. Para 5(e) should indicate that the VP will also produce a news letter.
 - ii. Para 6(e) Club captain updated that there would be no food for this event.
 - iii. Para 4(e) St Lawrence League Qualifying event date is set for Saturday, 23 June 2012
 - iv. Para 6(k) Garbage cans have been placed but ball washers have not.
 - b. The Vice president motioned that corrections to minutes be accepted as noted above and seconded by Club Captain. Motion carried
- 3. Financial/Membership Update**
 - a. GM presented an update of financial statement and membership update.
 - b. The club met its budgeted revenues in most areas with only minor variances. The one exception being in the area of Membership Revenue.

- c. Memberships are down slightly (15 Members and 18 Package Players). While some increase should still be seen during Annual Posting Season (APS) efforts to increase membership should continue.
 - Secretarial Note * I was decided by email (100% In Favor) after the meeting to begin pro ration of full memberships starting 01 July 2012
- d. The GM was asked to compile a list of members from 2012 who have not joined for 2012. The Vice indicated that he will draft a questionnaire to attempt to ascertain why.
- e. It was suggested that the fee structure for memberships needs to be reviewed

4. Old Business

- a. Reporting Structure – The President informed the committee that he had met with Mr. Campbell, the PSP Manager and gained some insights on the reporting structure for the GG&CC. The Staff and Management fall under the chain of Command for PSP and are not under the direction of the Executive committee. That being said, they are responsive to the needs of the Golf Club and will provide any required assistance as directed through their chain of command with James and Dave reporting to Jeff. It is Jeff's responsibility to monitor and determine if secondary duties are inhibiting anyone's ability to perform their primary functions.
- b. HD TV Svc – The GM reported that although some of the ladies had indicated that they did not feel that purchasing HD TV Service was financially appropriate, it was purchased none-the-less as the increase in cost was minimal and fell within the PO&M Budget.
- c. Advertising Update - Vice President reported the Hale #13 had been allocated to Kingston Golf Labs who have decided to advertise with us this year.
- d. Communications – The Vice informed the committee that 3 newsletters have been produced so far with positive feedback being received. The white bard discussed at the last meeting would be arriving soon and a smart phone app has been developed and is now live. The website is also being refurbished in an attempt to make it easier for members to access and navigate.
- e. Bunkers – The Vice informed the committee that bunkers are being worked on with 8, 9, 17 and 18 already completed.

5. New Business

- a. Parking Lot - The parking lot paving is moving along. The lot will be completely closed for and estimated two weeks in or around late July. Members will have to park at the ball diamond or McNaughton Square. A shuttle cart will be made available for those members that experience a difficult time walking this distance. Perhaps volunteers could be recruited to shuttle members back and forth. Ladies and Men's Captains will mention this at Ladies' & Men's nights. Any volunteers wishing to offer shuttle services are asked to contact GM. Vice President will also mention this in the communication newsletter.
- b. No Show Policy – The Vice reported that the total no shows last year were 161 and that as of today June 20, 2012 there have been 186 no shows. VP will draft an updated No Show Policy as the previous one is rather harsh. The Vice will also put this No Show information into the communications newsletter.
- c. Handicap & Rules Update
 - i. Ongoing education process regarding the posting of scores correctly on rounds played. Random audits will be implemented.

- ii. Ditch on hole 18 was originally a French Drain, therefore a no penalty lift was allowed. It has now become overgrown and reverted to being a ditch again. Rules Chair will speak to Ground Superintendent to see if it is still necessary for drainage issues to keep it as a French Drain OR return it to a ditch. For now it will be staked as a hazard until further notice and a penalty will be incurred upon landing in it.
- d. St Lawrence Cup – The President informed the committee that the Base Commander has approved a plan whereby the St Lawrence Cup is now recognized as an annual Base Event and costs will be covered by the Base as opposed to the GG&CC subsidizing an event in which only a select few were even eligible to participate.

6. Round Table Discussion

- a. Can soil be placed in divot repair boxes?
- b. Some advertising signs are laying on the ground and giving a non esthetic appearance to the course. Could this be repaired please?
- c. Could we look into wooden stake markers at 200 yards (blue), 150 yards (white) and 100 yards (red) as members are experiencing a difficult time seeing/finding the yardage marker plates?
- d. For Tuesday Night Ladies League, could the closest to the pin, closest to the line, & longest drive signs please be put out by the Pro Shop on a regular basis

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 18 July 2012

8. Meeting adjourned at 18:35

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

E.T. Padvaiskas
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GG&CC CLUBHOUSE on 25 JULY 2012

Members

C. Rickett (Vice President)
R. Lloyd (Club Captain)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
G. Gratton (Senior Coordinator)
R. Johnson (Green's Chair)
T. Brown (Member at Large)
R. Ward (House Member)

Ex-Officio

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

Absent

P. Beauchamp (President)
B. Allan (Handicap & Rules Chair)
T. Burgess (Marshal Chair)
I. Malinowski (Secretary)

Agenda Item

- 1. Call to order.**
 - a. The meeting was called to order at 16:00 hrs.
- 2. Review of previous minutes.**
 - a. Previous minutes were read and accepted as written
MOTION: Men's Captain
SECOND: Club Captain
CARRIED
- 3. Financial/Membership Update**
 - a. GM presented an update of the financial statement and memberships.
 - b. The club is performing as expected with minor variances.
 - c. One exception is Membership revenue which is expected to be down approximately \$25K at year end.
 - d. Memberships are down approximately 20 people which is directly related to the decrease in revenue.
- 4. Old Business**
 - a. No Show Policy – The VP reported that we are up to 290 no-shows this year. It is having a direct effect on both members being able to book tee times as

well as potential green fee revenue. The vast majority of the no-shows are members booking guests who either do not show up or never existed. The VP presented a draft revision of the Club No-Show policy. After discussion it was moved that the policy be adopted as written

MOTION: Club Captain

SECOND: Green's Chair

MOTION CARRIED

- b. Non-Returning Members – The VP reported that he had received a list of former members who did not sign up this year. He stated that he would draft a letter to be sent out to a cross section of these people with some very direct questions to attempt to identify what, if anything the club is doing wrong. We should then have a better idea of what changes are required to ensure that our members remain satisfied.
- c. Fee Structure – The GM indicated that he started preparing an analysis of the current fee structure but that due to nationally driven changes, additional time will be required. There will be more on this subject in new Business.
- d. Shuttle Volunteers – The GM reported that, to date, only one person has volunteered to assist with shuttling members in the event that the paving project requires 100% closure of the parking lot. Some discussion ensued and it was stated by the GM that the purpose of getting the volunteers was to have a plan in place if and when the parking lot is closed. Alternate parking is still being investigated however until such time as said closure actually occurs, the primary focus is on having the volunteers ready. The VP, Sr Coord, Ladies Capt and Member at Large all volunteered.

5. New Business

- a. Maintenance Update – The Superintendent provided an update on the following maintenance issues:
 - i. French drain on #18 Fairway is almost complete.
 - ii. Clover has been treated and is under control with only a few minor exceptions
 - iii. Maintenance on the irrigation system is ongoing and progress is being made on addressing mechanical shortcomings in the system. It was noted that earlier in the month we lost 3 of 4 watering cycles due primarily to a water shut down that the Base was required to do. Unfortunately the water was not brought back online in the time frame that was expected thus the greens did not get any water. Hand watering was conducted and the height of the cut was adjusted to ensure that the greens were not lost. This did result in slower green speeds however this has now resolved itself and with a newer reel for the greens mower; golfers should see a significant improvement.
 - iv. Ongoing construction issues are prohibiting our move into the new maintenance building. It is not expected to happen until fencing for the compound is installed and this will not happen until the paving project is completed.
 - v. There have been many compliments on the addition of more vertical yardage markers. The Superintendent was asked to source a suitable mow over marker to ensure complete replacement.
 - vi. Tuesdays have been designated as a day when a light topdressing will be applied in order to continuously repair damaged greens due to ball marks etc. This was started in late June and has not had any noticeable impact on the playability of the greens.
- b. SIA Pol – The GM provided the committee members with copies of the new Special Interest Activities Policy (SIA Pol) that was recently issued by the

Director General, Personnel and Family Support Services. Committee members were asked to take the policy home and familiarize themselves with it. The GM will address questions at the next meeting. Committee members were reminded that this is the national policy which, as a CF Golf Course, the club is required to operate by.

- c. Weekend Crossovers – The GM stated that he had been contacted by a Member who asked that the weekend crossovers be reevaluated. Due to a lower demand for weekend tee times this season, it was felt that the requirement for a crossover start was no longer necessary. A committee member stated that at the last general meeting this issue was brought up and a vote was conducted. The result was that the crossover start would remain in place and would not be reevaluated every time it was brought up. After some discussion it was determined that an absolute moratorium on the issue was not feasible as it does not allow for change when circumstances dictate a change is required. It was decided that the GM would monitor the situation for the remainder of the weekends which are scheduled for a crossover start (crossovers conclude on Labor Day weekend) and that if, after a full season the demand for weekend tee times remained low the committee would decide whether or not to change the system for the 2013 season. The GM will contact the inquiring member directly and explain the situation.
- d. Extend Pro Shop / Power cart season – The head marshal requested, in absentia, that the club keep the Pro Shop open and power carts available beyond the end of October. There was some discussion which resulted in the GM being asked to conduct a feasibility study to determine if it would be financially viable to do this. This will be reported on at the next meeting.
- e. Damage to Course – It was reported, and observed that on the evening of Saturday the 21st of July, someone had been hitting balls from the 100 yard marker on hole #9. Approximately 40 divots were found to have been taken and not replaced. Directionality of the divots suggests that it was one individual practicing and not regular play that caused this. Pro Shop staff on shift stated that they did not witness it and the lighting from the Div HQ Building makes it very easy for this to happen after the Pro Shop is closed. The Executive committee was asked to inform the VP if they become aware of the individual who caused the damage and it will be dealt with in an administrative fashion.
- f. Etiquette – The VP reported a situation where some golfers cut in front of some other golfers. A verbal confrontation ensued. The VP has spoken to all parties and received written statements. While this issue is being addressed, it was felt that all members should be reminded of proper course etiquette and it will be a subject in an upcoming news letter.

6. Round Table Discussion

- a. The Greens Chair stated that he would be stepping down as soon as a replacement was found. The VP reported that a Member has already volunteered for the position and a handover could be conducted without delay. Mr. Rick Johnson is thanked for his ongoing commitment to the GG&CC as he relinquishes his duties as the Green's Chairman.
- b. The Club Captain informed the committee of a situation where a female junior took part in the Junior Boy's Club Championship because there was no Junior Girls Club Championship organized. He felt that as a committee we need to put more effort into our Junior Program and motioned that a designated day be set aside for Junior Boys and Girls Club Championships. As well, the committee will need to take a more active role in finding a new Junior Coordinator as the position has been vacant for quite some time.

MOTION: Club Captain
SECOND: Ladies Captain
MOTION CARRIED

- c. The Ladies' Captain stated that the sign indicating the port-a-pot on #4 tee is not readily visible. The Superintendent will address this.
- d. The Ladies' Captain indicated that the Pro Shop washrooms are not being cleaned on weekends and are not very presentable. The GM indicated that there is no weekend cleaner but that the GM, The Retail Mgr and the Superintendent would come up with a solution to this.
- e. The Sr Coordinator indicated that the Travelling Seniors event went well. He also stated that the IKE is scheduled for next Friday and registrations may be down due to a known scheduling conflict but are still coming in.

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 22 August 2012

8. Meeting adjourned at 17:55 hrs

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

E.T. Padvaiskas
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GG&CC CLUBHOUSE on 22 AUGUST 2012

Members

P. Beauchamp (President)
C. Rickett (Vice President)
R. Lloyd (Club Captain)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
T. Burgess (Marshal Chair)
R. Ward (House Member)

Ex-Officio

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

Absent

G. Gratton (Senior Coordinator)
B. Allan (Handicap & Rules Chair)
A. Shankland (Green's Chair)
T. Brown (Member at Large)
I. Malinowski (Secretary)
D. Erb (Superintendent)

Agenda Item

1. Call to order.

a. The meeting was called to order at 16:03 hrs.

2. Review of previous minutes.

a. Previous minutes were read and accepted as written

MOTION: VP

SECOND: House Member

CARRIED

Secretarial note: Para 5. a. v. – Mow Over markers have been sourced and acquired and will be put on the course shortly.

Secretarial note: Para 5. f. – 3 letters were written to the players involved.

Only one of them responded and after some dialogue back and forth the issue is considered closed.

3. Financial/Membership Update

a. GM presented an update of the financial statement and memberships.

b. As stated at prior meetings the club is performing as expected with the only real exception being a decrease in membership revenue.

- c. It was asked if the cart revenue that is coming in was sufficient to cover the costs of the newly leased carts. The GM stated that cart rental revenue has met or exceeded our budgeted expectations thus far.
- d. It was asked why tournament revenues are increasing while tournament expenses are decreasing. The GM explained that we are booking more, smaller, events that do not require additional power carts to be brought in.
- e. It was asked why we do not advertise to try and bring in more revenue. The GM explained that we are not allowed to directly compete with the private sector thus advertising that we have the best green fees in the area would likely result in a Ministerial Inquiry thus we have been prohibited from advertising off base. It was then asked how we were to comply with the new Specialty Interest Activities Policy (SIA Pol), more specifically the statement that "The Policy requires that SIAs be operated as financially sustainable commercial businesses. The GM responded that it was, in his opinion, likely that changes in other policies would be forthcoming to allow compliance with the current policy but that the timeline for this was not known.

4. Old Business

- a. SIA Pol Revisions – The GM stated that everyone was given a copy of the new SIA Pol at the last meeting and asked to review it.
 - i. The VP stated that he had read the policy and had concerns about several items including, but not limited to:
 - Certain positions on the committee must now be filled by serving military personnel.
 - The authority of the committee in most areas of the operation is in an advisory capacity.
 - The percentage of Associate Members that is allowed is lower than the club can sustain.
 - ii. The President asked who had signed this policy. The GM stated that it was signed by the Director General of Personnel and Family Support Services, the current incumbent of that position is Commodore Mark Watson. The president stated that he would inquire as to how the club is supposed to operate within the policy when it is restricted from doing so by the policy.
 - iii. The GM stated that it was in his opinion that, due to the great losses that have been incurred by CF Golf Courses over the past few years, the purpose of the policy was to stave off those losses and as long as the club is not becoming a burden on the Base Fund or the Central Fund, the club would not be penalized over minor points. As the GG&CC is one of the few clubs that has been performing well of late it was suggested that we continue to operate within the policy when and as possible.
- b. Non-Returning Members List – The VP apologized and stated that he had been quite busy dealing with etiquette and no-show issues but that he would be addressing the issue.
- c. Membership Fee Structure and 2013 Rates – The GM began by stating that due to the changes in the SIA Policy there would be several changes to the membership structure that would have a direct impact on membership fees and thus revenue.
 - i. The major change was that retired Military Personnel would become Regular Members instead of Ordinary Members.
 - ii. Another change was that the policy is quite clear on who can be an Ordinary Member. For several years now we have been quite liberal in our interpretation of the policy in that we extended Ordinary

Membership privileges to any current or retired federal employees. The new policy is quite clear that only the following persons are entitled to Ordinary Membership:

- DND Employees and their families
 - DND Contractors and their families (for the period of their contract)
 - Staff of NPF, CF Employees and their families
 - Staff of NPF, CF Contractors and their families (for the period of their contract)
 - Serving members of the RCMP and their families
 - Members of the Canadian Corps of Commissionaires, or other security force when employed at a CF location and their families; and
 - Staff of the C/MFRC and their families
- iii. Based on these stipulations, there are approximately 20 to 30 people who have been Ordinary Members but will become Associate Members. Most notable are Correctional Services of Canada (CSC) personnel to whom we have extended Ordinary Membership. Others are Canada Post, Canada Customs, Revenue Canada and a few other federal ministries to name a few.
- iv. The GM suggested that, in order to make the transition a little more bearable for these members, we offer the early sign up incentive as we have in years past thus if they sign up for 2013 prior to the Christmas Break, they will get this year's prices in their current category for next year's golf in their new category. Everyone at the table seemed to feel that this was the best route to take as it was agreed that the change in price from Ordinary to Associate was not going to be easy for some to swallow and we need to recognize that even if we should not have been offering this rate in the past, we did offer it and now that we are no longer able to we would have to be prepared for some hurt feelings.
- v. The GM Stated that some other issues would be addressed as follows:
- Retired Military signing up prior to December would get the 2012 Ordinary Rate for their membership and the pensioners discount would be applicable.
 - Retired Military personnel signing up after the December deadline would receive the Regular rate but the Pensioners discount would not be applicable.
- vi. The GM then presented the proposed rates for the 2013 season. He noted that there was a slight increase in the Regular and Ordinary rates to try and create some parity with in all categories as well as ensuring that there were no loopholes that might allow someone to get a rate that is lower than a serving military member filling the same membership type.
- vii. Based on the new SIA Pol the GM stated that the PSP Manger was the approval authority and that the GM was the recommending authority. The committee's role was in an advisory capacity and thus the GM was seeking their advice on this matter.
- viii. After some discussion, it was felt that the Regular and Ordinary Family membership should increase slightly (\$20.00) simply to ensure that it was not as close in price to the couple's membership within the same category.

- ix. The committee asked that the GM prepare to implement for 01 September 2012.
- d. Parking Lot Shuttle Volunteers – the GM thanked everyone who has volunteered to shuttle golfers in the event that the parking lot was closed. At this time the contractor has been keeping parts of the lot available thus we seem to have weathered the storm. Most of the larger events have now taken place and we are hopeful that we will not need to implement a contingency parking plan.

5. New Business

- a. Maintenance Update – As neither the Superintendent nor the Greens Chair were available to provide an update there was no discussion on maintenance however the VP reported that a Canadian distributor for the “mow-over” vertical yardage markers had been sourced and the first shipment was received this morning.
- b. Extending the Pro Shop and Power Cart Season – The GM reported that he has reviewed the sales data from 2011 (which was a good year) and that to extend the season with Power Carts available and the Pro Shop being open would require double the amount of sales just to break even on the wages. In addition to this, the process for winterizing the carts is expected to take approximately 20% longer due to the 20% increase in the size of the fleet.
 - i. The question was asked if the carts could be rented out of and/or returned to the bartender thus reducing the need for increased labor. The GM responded that the Bartender cannot be responsible for ensuring the condition of the carts and securing the cart compound every evening.
 - ii. The question was asked that if the cart season was extended, would members who purchased cart packages get their carts for free or would they have to pay for each rental. There was much discussion on this however it was concluded that the cart and Pro Shop seasons would remain status quo
- c. Junior Coordinator Position – The President informed the committee that he is in discussion with a former Junior Member who is now serving with the CF. The individual has indicated that he is interested in taking on the duties of the Junior Coordinator but that until he has had a chance to talk to his family he could not commit at this time. More to follow.
- d. Pace of Play – A complaint has been received from a member who has on two occasions this season during shotgun starts, left the course part way through his round due to slow play.
 - i. The VP indicated that the complainant gave a timeline which indicated that he was on pace for a 4 hours and 25 minute round. The committee agreed that while this was slightly longer than our normal pace of play of 4 hours and 15 minutes, it was not significantly longer than many rounds during a shotgun start.
 - ii. The GM indicated that he had reviewed the dates and that in both cases the individual was unfortunately starting in an area of the course that does tend to back up and that he was also one or two groups behind some green fee players.
 - iii. It was suggested that these were isolated incidents and that on the whole, the pace of play has not been too bad this year.
- e. President’s Appreciation – The VP informed the Committee that he had received a request to hold this event on a Saturday this year instead of a Sunday as it traditionally is.

- i. The committee agreed that this might help increase participation and decided that the proposed date of Saturday, 29 September would be scheduled.
 - ii. The GM informed the committee that a member of the staff plays in a band and has offered to have the band play for the event. The Committee voiced their appreciation for the offer but agreed that based on the nature of the event and the fact that most people leave once the meal was done that it would not be appropriate. The GM was asked to inform the staff member and offer the Committee's thanks none-the-less.
 - iii. The GM was asked to draft the invite letters and provide them to the President or his signature.
- f. Garrison Expo – The GM informed the committee that the event is scheduled for Saturday the 8th of September at the KMCSA and that Volunteers were required to man the GG&CC booth. The event runs from 1100 hrs to 1500 hrs.
 - i. The VP volunteered. Several other committee members said they would have to check their schedules.
- g. Men's Night - The GM informed the committee that Harvest Catering has been losing money every week that they have done Men's Night despite trying specials instead of the regular menu. While this did show an increase in sales it has not been enough to eliminate the losses.
 - i. The GM further indicated that for this reason Harvest Catering has indicated that they can no longer afford to provide food services for Men's Night as the losses to date have well exceeded \$1000.00.
 - ii. The GM stated that he had spoken to the Men's Night Coordinator and that a plan was being put in place to ensure that there would be food available during Men's Night. This could involve ordering pizza or doing a BBQ as well as a few other options that were being explored including the possibility of the GM coming in and preparing a meal on the BBQ (Jerk chicken, pulled pork etc...)
 - iii. There was some discussion about the reason why people are not ordering food. Some thoughts were price, selection and quality. The GM stated that he could discuss quality and selection but the notion that the food is too expensive is not, in his opinion, valid. The Ladies Captain stated that quality does seem to be an issue and that the special that was run on the last Ladies night was terrible. The GM stated that he would discuss this with the caterer.
 - Secretarial Note – The GM discussed the situation with the caterer and a compromise had been reached whereby the Caterer would not be open between 1:00 PM and 5:00 PM on Men's and Ladies Nights thus saving 4 hours of labor for 2 people on 2 days (total of 16 man hours). It is hoped that this will allow for a level of profitability that will mitigate any losses.
 - The Caterer also agreed to review the menu and see what changes could be made to try and offer some variety in menu selection.
 - The caterer has apologized for the quality of the special that was served on ladies night.

6. Round Table Discussion

- a. The Club captain presented some picture of shirts to the committee and asked that they select a color for the Intersectional teams. The committee agreed that the green shirts that were presented were the best.

- b. The Club Captain stated that the CFB Kingston team won the St Lawrence Cup.
- c. The Club Captain stated that he would be releasing a poster for the Men's Closing shortly. The price would be \$25.00 and would include a meal.
- d. The Club Captain stated that he would like to select a date for the 2013 IKE to ensure that there were no conflicts next year. The GM stated that the first Friday in August for 2013 was the long weekend and that this should be taken into account when selecting date. As the Senior Coordinator was not in attendance it was decided to hold this item over to the next meeting.
- e. The Marshal's Chair stated that he would likely be stepping down for next year but that he had some ideas on Pace of Play that he would provide to his successor whoever that may be.
- f. The VP stated that the number of No-Shows is decreasing but that there were still 8 letters sent out for the last period.

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 19 September 2012

8. Meeting adjourned at 17:55 hrs

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

E.T. Padvaiskas
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GG&CC CLUBHOUSE on 24 OCTOBER 2012

Members

C. Rickett (Vice President)
R. Lloyd (Club Captain)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
B. Allan (Handicap & Rules Chair)
A. Shankland (Green's Chair)
I. Malinowski (Secretary)

Ex-Officio

J. Clements (General Manager)

Absent

P. Beauchamp (President)
G. Gratton (Senior Coordinator)
T. Brown (Member at Large)
T. Burgess (Marshal Chair)
R. Ward (House Member)
M. Bauml (Jr Coordinator)

Agenda Item

1. Call to order.

- a. The meeting was called to order at 16:00 hrs.
- b. The Vice President informed the committee that in an effort to streamline meetings, the previous Round Table discussions will now be part of New Business and agenda items must be submitted to the GM one week in advance of scheduled Golf Executive meeting to be included in the agenda. If not submitted beforehand for staff preparation/investigation, then the subject would be put off until the next meeting.
- c. The VP also informed the committee that the Retail Manager and Grounds Superintendent will no longer attend meetings therefore items for Retail Manager will be funneled through GM and items for Grounds Superintendent will be funneled through either the GM or the Green's Chair depending on the nature of the item.
- d. Handicap Chair asked that her kudos to grounds staff be passed onto to Grounds Superintendent re: aeration process for bunkers which was great and bunkers are much improved. Executive members concurred with the comments.

2. Review of previous minutes.

- a. Re: 4(c), VP has sent a letter to the complainant and the matter is closed.
- b. Maintenance Building still has a few deficiencies to be completed (I.E. no water; fan in pesticide room needs to be separated from rest of fan system). President was to make inquiries into this issue but since he is absent further information will be given at the next executive meeting.

Motion to accept minutes as written.

Motion: Men's Captain

Seconded: Handicap & Rules Chair

Passed

3. Financial/Membership Update

- a. GM presented an update of the financial statement and memberships.
- b. While the club is down from budget it is showing a healthy profit on the year.
- c. 2013 memberships have started coming in however it is far too early to speculate on whether we are up or down in numbers.

4. Old Business

- a. Nil

5. New Business

- a. Maintenance Update
 - i. Green's Chair stated that the course closing maintenance has been completed. Greens aeration was successful, water pipes have been blown out, greens aerated and top dressed, benches taken in and will be worked on next spring during rainy days, every third ball washer left out, water taken in.
 - ii. In August, due to a severe staff shortage and drought, it was extremely difficult to keep up with course maintenance.
 - iii. Preventative maintenance seems to have corrected the moss problem. (it takes three weeks to see the effect of any chemical intervention).
 - iv. Top three priorities for 2013 are
 - one or more maintenance staff positions;
 - bunker renovation plan will be put together this winter and presented to Executive in spring 2013;
 - spraying for ants, which only Dave and Matt are certified to do, is the 2013 plan for the greens.
 - v. 2012 drought has taken its toll on the fairways. The current setting for cutting the rough is three inches as the Kentucky grass doesn't like to be cut short but Grounds Superintendent is looking at two and a half inch cut for next year.
 - vi. Tree stumps need to be left for two to three years to let them rot out. The manpower and equipment issues of this year did not allow time for them to be broken down this golf season.

- vii. This year's early course opening had a negative effect on the course as it made it difficult for maintenance to get the course ready for play and therefore it was suggested that we stick to the third Saturday in April as our course opening. The executive agreed so Garrison will be open for play on Sat. April 20, 2013, with the intention that all course maintenance be completed.
 - viii. The intent is that the Practice Facility will be open ASAP in April 2013.
 - ix. There was discussion about the damage that is caused by golfers who play throughout the winter. While there were varying opinions on this and whether or not the ground repairs itself, it was decided that the course would be officially closed no later than 15 December 2012 (earlier if the weather dictates) regardless of a person's membership or the weather conditions. As stated in Para 5, a, (viii) above, the course will not open in 2013 until 20 April.
- b. Phones in Pro Shop
 - i. The Club Captain stated that the pro shop phone goes to voicemail quite often. The GM responded that if staff are outside or in back the phone will go to voicemail. It was suggested that perhaps we should provide the pro shop staff with Bluetooth head phones. GM will investigate and advise at the next meeting.
- c. Clover
 - i. Club Captain asked about the rational for clover spot spraying vs. full clover spraying. Club Captain suggested that the \$5000 normally allocated for the tree fund be given to help offset the cost of complete clover spraying. The Green's Chair will talk to Grounds Superintendent about this and report back to committee at next meeting.
- d. Frost Policy
 - i. The Club Captain asked if tee times could start at 9a.m. & before that ball in rack to try to compensate for tee times lost to frost delay. GM said this is a non issue right now as pro shop staff attempt to get all members out during frost delays and no complaints have been received. The GM also stated that running a combination of Ball in rack and tee times was problematic due to the potential overlap in tee priority during the change from one to the other. It was the consensus of the Committee that the policy is more than adequate as it is currently written.
- e. Irrigation System
 - i. The Club Captain asked if there were issues with our watering system as it is now ten years old. The Green's Chair replied that the first water loss this year was due to a construction issue and second water loss was a mechanical issue. Also, we can only get so much water into the system so watering must be done in sections. Greens need more water than fairways. As well, the system is on timers and if there's an issue the whole system shuts down. If it's during the night then it is not known until the next morning. Costing of a full evening of watering is approximately \$600 for the water plus electricity for the pump house.

- f. Hole #12
 - i. The Club Captain asked if the area behind the 12th Green could be cut back to create a larger collection area for balls and reduce the amount of time spent looking for lost balls thus speeding up the pace of play. The Green's Chair stated that he would look into it but was of the opinion that you cannot continue to alter the course to make it easy for everyone.
- g. Corporate memberships
 - i. The GM stated that he had been asked, by one of the Messes on the Base, to consider the creation of a corporate membership. It was felt that the 40 game package that is already offered is the best option for this type of golf. A corporate membership with no restriction on the number of people who could access it would represent a liability that is too great to risk or else it would have to be priced at a point that was too large for any organization to even consider. A reply to this effect has been sent.
- h. Handicap Report
 - i. The Rules and Handicap Chair reported that for the Men's Closing, 43 tournament scores were posted correctly, 8 not posted within 3 days but likely posted now and 2 were posted incorrectly.
 - ii. Weekly rules scenarios for Rules Corner will be a new addition to next season's newsletter and website. It was pointed out that there was no article about intersectional Men's flight A team. Perhaps events need to be promoted more and then more members might be encouraged to participate.
- i. Posting of Minutes
 - i. The GM stated that he has been receiving queries about why the minutes of meetings are not on the website. He stated that the minutes do not get posted on the website until they have been approved by the Deputy Base Commander who is the Chairman of the club. In the case of the September 2012 minutes, they were received from the secretary approximately 9 days after the meeting however, unfortunately this was the day after the GM went on annual leave thus they were not actioned until mid October. Once they are reformatted by the GM they have to be signed by the President, the PSP Manager and the Chairman. Then they have to make their way back through the mail to the GM who then emails them to the webmaster for uploading. All of this to say that; minutes are posted on the website as soon as possible however it is not always a fast process.

6. Closing remarks

- a. The Vice President reiterated that all discussion items for New Business must be sent through GM at the latest by Friday before the scheduled Executive meeting

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 21 November 2012

8. Meeting adjourned at 17:35 hrs

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

E.T. Padvaiskas
Lieutenant-Colonel
Deputy Base Commander

GARRISON

GOLF & CURLING CLUB

GARRISON GOLF CLUB EXECUTIVE MEETING HELD AT THE GG&CC CLUBHOUSE on 05 DECEMBER 2012

Members

P. Beauchamp (President)
R. Lloyd (Club Captain)
S. Gordon (Men's Captain)
A. Paziuk (Ladies Captain)
B. Allan (Handicap & Rules Chair)
G. Gratton (Senior Coordinator)
T. Burgess (Marshal Chair)
R. Ward (House Member)

Ex-Officio

J. Clements (General Manager)

Absent

C. Rickett (Vice President)
T. Brown (Member at Large)
M. Bauml (Jr Coordinator)
A. Shankland (Green's Chair)
I. Malinowski (Secretary)

Agenda Item

1. Call to order.

- a. The meeting was called to order at 16:00 hrs.

2. Review of previous minutes.

- a. Ref: 5(f), The Club Captain stated that he thought that it had been agreed upon that the area behind #12 Green would be cut back for the 2013 season. Several members of the committee stated that their recollection was, as per the minutes, that it would be looked at. It was decided that the issue would be deferred to a future meeting when the Greens Chair could be in attendance and provide clarification.

Motion to accept minutes as written.

Motion: Ladies' Captain

Seconded: Handicap & Rules Chair

Passed

3. Financial/Membership Update

- a. GM presented an update of the financial statement and memberships (attached).
- b. While the club is down from budget it is showing a healthy profit on the year which is consistent with the last meetings report.
- c. 2013 memberships continue to come in and are currently higher than this date last year. Major variances are shown in Ordinary and Regular categories due to the realignment of categories that was driven by the new Special Interest Activities Policy (SIA POL) however when viewed as a total number the overall number of members is up by 26 people.
- d. It was asked why green fee revenue is down. The GM stated that it was due to the Messes no longer buying passes from the clubs to resell to their members. There was some discussion on whether this would have a positive impact on Membership sales however it is unknown at this time. The President stated that in the New Year he would discuss this with the Messes to try and determine if there is still any viability in offering the packages.
- e. It was asked if the course had made enough money on Power Carts this year to cover the increased expense of leasing the new fleet. The GM stated that the cart rental revenues, while about \$2K lower than budget did result in a profit.

4. Old Business

- a. Maintenance Building Update
 - i. Some minor deficiencies still exist but they are being rectified and the Maintenance staff has started moving into the building.
 - ii. Major items like the hoist and the grinders are already in the new building.
- b. Bluetooth headsets for Staff in Pro Shop
 - i. The GM stated that he had looked into it and the telephone system is not compatible with Bluetooth technology. There is a wireless technology available however the cost to implement would be far greater than the club can reasonably afford.
 - ii. The GM went on to suggest that the issues with Staff not answering the phone would be better addressed through increased training and supervision.
 - iii. The committee indicated that they were satisfied with this approach and asked that the GM ensure that all staff are properly trained on telephone answering (Timeliness and call backs)
- c. Spraying for Clover
 - i. There was some discussion about the spot spraying approach versus the blanket spraying approach.
 - ii. The GM suggested that the item be deferred to the next meeting that the Green's Chair was able to attend so that he could brief the committee on his discussions with the Superintendent. The Committee agreed.

5. New Business

- a. Open House for new Maintenance Building
 - i. The Club Captain suggested that having a tour of the building for the members at the Spring AGM would be a good opportunity for them to not only see the facility but to also allow them to see some of the aged equipment that we are using thus better educating them on some of the challenges we face.
 - ii. The GM stated that he had spoken to the Superintendant and they were both in agreement that this would also be a great chance to get the curiosity satisfied and minimize the number of people popping in and disrupting work schedules.
 - iii. Everyone agreed that this was a sound idea and would be included as part of the Spring AGM.
- b. 2013 Fall Golf Revenue
 - i. The Head Marshal stated that he was of the opinion that there were significant revenues to be had by keeping the Pro Shop open longer and having Power carts available after the end of October.
 - ii. The GM stated that based on current revenues, we would need to double the amount of business we were doing just to break even (due to increased wages) whereas at this time we are making a profit with no added expense. It was suggested that most of the Members who cannot golf without a power cart go South for the Winter thus it is safe to assume that a proportional number of people at other clubs do the same thus the increased revenue is unlikely.
 - iii. After some discussion it was decided that the club would not keep the Pro Shop open beyond the end of October for 2013.
- c. Tournament Fees for Service Clubs
 - i. The Head Marshal stated that he had been approached by the Army Navy Air Force Club about bidding on an event that they are running next summer. He stated that another area club had offered them a rate of \$30.00 for green fees with a power cart.
 - ii. The GM stated that this was significantly lower than the rates that we currently offer and to offer these rates to the ANAF Club would result in all events wanting this rate.
 - iii. Furthermore, the cost of the additional Power Carts required was in excess of \$50.00 per cart so \$30.00 for the green fee with a cart is not feasible.
 - iv. It was asked how the other course can offer this amount and it was suggested that they have more carts than we do and that they were willing to take a loss on the event to try and capture the market segment.
 - v. It was agreed that the club could not compete with this price and thus a bid would not be submitted.

- d. Single Rider Cart Rates
 - i. The Rules and Handicap Chair stated that she had been approached by a Member who is running an event at the club next summer and wanted to know if we would consider creating a Single Rider Cart Rate.
 - ii. The GM stated that we currently have 8 different cart categories to manage and to add a single rider rate would result in the requirement to create an additional 5 categories. As well, it would result in a devaluation of the current Power Cart packages that are offered and would have a significant negative impact on revenue streams.
 - iii. The GM also stated that, due to the course lay out, there would be no way to monitor if people were paying for 1 rider and then having a second player get on the cart after they pass the tree line behind the 1st green.
 - iv. The committee agreed that it would be too cumbersome to create the new pricing and the Rules and Handicap Chair stated that she would notify the Member.
- e. Albatross Plaque
 - i. The GM stated that he had been asked by a Member if the club would consider purchasing a plaque similar to the Hole in One plaques, to recognize persons who score a double eagle or Albatross which is widely viewed as being even more rare than a hole in one.
 - ii. The committee discussed it and due to the recent efforts that have been put into removing little used trophies and plaques it was decided that the club would not carry out this suggestion.
 - iii. The GM will inform the member who asked the question.

6. Closing remarks

- a. The President thanked everyone for their time and invited the committee to join him for a refreshment.

7. Timing and Location of next meeting.

- a. The next Executive Meeting will be held at the GG&CC Clubhouse at 1600 hrs on 06 February 2013

8. Meeting adjourned at 18:15 hrs

Recommended / Not recommended

P. Beauchamp
Lieutenant-Colonel
President Garrison Golf Club

Recommended / Not recommended

J. Campbell
PSP Manager

Approved / Not approved

E.T. Padvaiskas
Lieutenant-Colonel
Deputy Base Commander