

**Carman Golf and Curling Club Board of Directors Meeting
March 12, 2018
Clubhouse**

In Attendance: Cliff Holliston, Phil Unruh, Kyle MacNair, Dustin Last, Ian Bergsma, Richard Vanderveen, Richard Dyck and Dean North.

Regrets: Kathy Adams, Bev Bishop, Chris Swaenepoel

1. Meeting called to order at 7:00 pm by Cliff Holliston
 - a) Kathy Adams has requested a three month leave from her board duties. Board members all agreed.
2. Agenda
Motion: P Unruh / D Last “to approve agenda.” Carried.
3. Minutes of Last Meeting
Motion: I Bergsma / D Last “That the minutes from Jan 15, 2018 meeting of Board of Directors be adopted as circulated.” – Carried
4. Correspondence

Planning District Notice of Variation near our property line south west of our maintenance shed. Dean to go look at the property and check the drawings with Town staff to see if it may present a challenge for golfers to hit the shed from the #5 tee box or the fairway. Email to be sent to all directors. If it’s a problem we will need to attend the variation meeting Wed March 14 8 am.
5. Unfinished Business

Annual General meeting booked for 7 p.m. on April 19 at the Active Living Centre.
6. Committee Reports
 - a) General Manager/Professional Services/Clubhouse as presented.
 - b) Curling report included in above report. Two reminders – Travelers Bonspiel is on this coming weekend Mar 15-18, and the wind up is March 23.
 - c) Greens & Fairways / Ice making - none
 - d) Long Range Committee – requested a five-year history of no. of shareholders, memberships, and rounds played over the last 5 years. Table and graph reviewed. Dean to consider presenting this information monthly over golf season. In addition, consider breaking down into age demographics. Board wondered about revising the time payment plan to be spread out over 12 months starting Nov 1st, and to guarantee members prior year’s rate.
 - e) Finance – sent in advance.
 - I. Jan and Feb 2018 financial recaps and reports presented.
 - II. Cash Flow projection update was reviewed.
 - III. Draft 2017 Financial Statements reviewed. It was noted the name on the front page should be amended to our current legal name, and that the budget should be deleted in the project schedules as they do not reflect the breakdown of taxes, insurance, heat, etc. into the three projects. **Motion: P Unruh / R Vanderveen “that we approve the draft financial report as presented with our suggested changes.” Carried.**
 - f) Nomination Committee Report. Board members have been asking men and women who are shareholders to consider running and will present a list of candidates before April 12, 2018.

7. New Business

a) **Motion: D Last / P Unruh “that the Committee reports presented to the Board of Directors are adopted as circulated.” Carried**

b) Review of Carman Golf Course Pension Plan #61790. After discovering that the Office manager was to be enrolled immediately upon hiring two years ago, the plan needed to be amended before allowing a supplemental contribution. A proposed letter was provided by Great West Life requesting amendment to the plan to allow for a supplemental contribution. The Board added a change in eligibility of full time employees going forward to join the plan after six months of continuous employment. Part-time employees have the option to not join unless they have two continuous years of earnings of not less than 35% of YMPE in two consecutive calendar years. **Motion: I Bergsma / R Vanderveen to amend our pension plan as per discussions. Carried.**

c) **Motion: P Unruh / I Bergsma to approve the following new Shareholders:**

- i. **Lawrence Elliot**
- ii. **Derek McIntosh**
- iii. **Leigh McIntosh**

Carried.

8. In-camera session – none

9. Meeting adjourned at 8:43 p.m. by Cliff Holliston.

Next Board Meeting: Thursday April 26, 2018 – 7:00 pm

Minutes recorded by: Richard Dyck