OSOYOOS GOLF CLUB

BOARD MEETING MINUTES – Jan 25. 2024 10:00 am.

Board Members met via Zoom.
Alan Bajkov, ,Bev Newton, Roger Pires, Rob Coulter , David Peterson, Doug Booth, Tim Alder, Gary Stead
Absent
Brenda Hendrickson
Staff:
Doug Robb, General Manager

1. **Call to Order 10:01 am**
   a. Agenda Changes or additions.
   b. Adoption of Agenda

Moved and Seconded:
THAT: The Agenda be approved.
CARRIED

2. Consent Agenda

Consent Agenda Items

a) Board Meeting Minutes – December 4th,2023
b) Food And Beverage Meeting- December 20th, 2023
c) Club Captains Meeting – December 23,2024
d) Consent Agenda Approval
e) Business arising from Minutes. (None)

Consent Agenda Approval
Moved and Seconded**:**
THAT the Consent Agenda be approved
CARRIED

3. Reports

a. Presidents Report
   - The only thing I have today and will jump ahead to under new business. After some thought on the governance training, I think it is better that we do it in person. The risk of leaving it till April was very low in terms of board knowledge. We will have the session in early April on governance training and our 10 standards during this workshop.

- I have talked to Dorothy regarding facilitating the strategic planning. She has a lot of training in that area. April 15 she will be available if we decide that is a good date.

b. GM Report

- Irrigation Project: The Pumps will be installed over the next 10 days. That will complete the Project.
- Met with Ryan and we are in good condition, and we will be in good shape to open around March 1st. Anything before that would be a bonus. This should allow us to open with full rates.
- Pre bookings have been very strong, and the Member Group bookings are good.
- The building reno is going forward, electrical is being done today and the bathrooms countertops and painting to be completed.
- Member dues are coming in and some people will not be coming back. Aging out and moving Lots of medical issues and people going on retainer.
- The food and Beverage report is very detailed, and Alana and Herman have really connected.
- We are catering the curling bonspiel in February and is a 6000$ win for us.
- Valentines' dinner is almost sold out 120 out of 140.
- Staff is taking Vacation, and everyone will be back for the start of the season.
- Foreign worker program is finalized, and the kitchen will have the staff we need for the coming season.
- The Power cart order has been cancelled as we cannot take on the 300K in additional debt. We may take a few carts that we own and convert them to Lithium to see if that is the way to go.

c. Finance Report: for the Month ended November 30,2023

Balance Sheet

Cash and cash equivalents were $70,439.00; a decrease of $175,339.00 compared to last month. The depleted cash position was anticipated, Doug/Susan have been monitoring daily.

Current Liabilities were $134,312.00, an increase of $43,342.00 from last month and an increase of $84,330.00 over the same period last year. The increase is a result of stretching some payables to manage the cash position and a year/year increase in deferred revenue (2024 dues already paid).

Income Statement

Revenue for the month was $11K; $4K under budget but equivalent to the same period last year. YTD revenues are $4,008K; $641K below budget but only $95K below YTD 2022.

Wages for the month were $127K; $39K over Budget and $26K over the same period last year. The increase was driven by clearing up some overtime payments and an increase in F&B staffing including the addition of a new Manager (Alana).

Expenses for the month were $97K; $39K below budget but $36K higher than the same period last year. YTD expenses are $1,999K; $113K over budget and $378K higher than the same period last year. The year/year increase in expenses was impacted by the following:

- Administration expenses were up $133K with the $90K interest on the irrigation project loan being the most significant. Additionally, the 50th Anniversary added $10K in expenses and accepting credit cards for membership payment added $14K.
- Clubhouse expenses were up $47K with upgrades to the fire protection sprinkler system at $22K being the most significant and $13K in increased insurance costs.
- Ground expenses were up $67K with new equipment leases adding $44K and across the board increases in material costs pushing up expenses.
- Food & Beverage was up $122K due to $108K increase in COGS which was the result of increased volume but also includes a $25K write down for spoilage.

Net Income for the month was -$214K; $4K below Budget. YTD Net Income is $49K, which is $692K below budget and $610K below same period last year.

4. <u>Committee Reports</u>

a. Building
- Work is just about completed in the downstairs area. Bathrooms paint flooring and electrical. Renovation should be completed for the 2024 opening.

b. Club Captain's
- Alan Gow has volunteered to be Senior Men's Captain. The Senior Men League has moved from Thursday to Wednesday Morning.
- Volunteers for the Draw committee will be Dave Butler, Monica, and Jorgen Olofsson.

c. Finance
- Nothing to add to previous.

d. Food and Beverage
- Nothing

e. Greens
- Nothing to add.

f. Health & Safety
- No incidents and no meeting

g. Long Range Planning

- None.

h. Marketing

- Working on the Web page, promoting the Valentine dinner almost sold out.
- Point of Sales and to be able to book online but Open Table is very expensive. So, we will stick with the current reservation system.

I. Membership

- No meeting.

j. Nominating

- Suspended for now.

5. <u>Reoccurring Business</u>

a. Clubhouse Repairs / Upgrades

- We have installed boosters for a better Wi-Fi connection for F&B and Point of Sales in the Restaurant area. This will also allow customers to access the web while in the dining area.
- Boosters have also been installed in the members lounge, and a better connection has been established in Ryan's area and Maintenance buildings.

6. <u>New Business</u>

a. Allan Boileau Art

- Alan Boileau is a world renown 1st class artist. After personally (Doug) viewing his Art, it was agreed by the Board that we would display pieces of his art in and around the club, and if asked to allow the sale of his work. The following motion was put forward.

MOVED AND SECONDED: THAT OGC will display Alan Boileau Artwork in and around the Club with the full approval of the Board of Directors and the General Manager.
CARRIED

b. Governance Training Session

- Covered in Opening Remarks

c. Strategic Planning Session

- On the Strategy planning session: Basically, a facilitator would meet with you or as a group to come up with the outcomes that you would like to see the topics that you would like to discuss in the upcoming planning session. That facilitator would ask you a series of questions and come back with those answers. We would then have a good idea about what the deaired outcome.
- This would save a lot of time, so we are not brainstorming and trying to come up with ideas. It will be a two-part process whereby the facilitator will talk to each of the board members and will then come up with a strategic planning agenda.
- The high-level strategic plan would be presented to the membership at the Spring AGM in April.

7. <u>On Table Items</u>

None

8. Adjournment: 10:52 am

9. **<u>in Camera</u>**

a. With General Manager: None

b. Without General Manager: Not recorded.

10. <u>Next scheduled Board Meeting</u>

10:00 am Thursday February 29th