OSOYOOS GOLF CLUB

BOARD MEETING MINUTES – July 25, 2024, 9:00 am

Board Members in Person in Members Lounge
Alan Bajkov, Brenda Hendrickson, David Peterson, Doug Booth, Tim Alder, Gary Stead, Rob Coulter
Absent: Bev Newton

Staff:
Doug Robb, General Manager

1. **Call to Order 8:56 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 – June 27,2024
b) Greens committee Meeting Minutes – July 18,2024
c) Club Captain Meeting Minutes July 19,2024
d) Food & Beverage Meeting Minutes July 23, 2024
e) Rounds Played Per Month
f) Adoption of the Consent Agenda

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

3. Presidents Report

Member pre-booking system

Doug – moving through month by month. Into August now. Middle of October we will shut down the member pre-booking and go back to weekly individual booking. Overall, the pre-booking system seems to be working better.

Brenda – is there a cap on how many tee times a captain can book? Doug – there is no cap. It is an issue for us to address if it becomes a challenge for time availability. Not an issue currently.

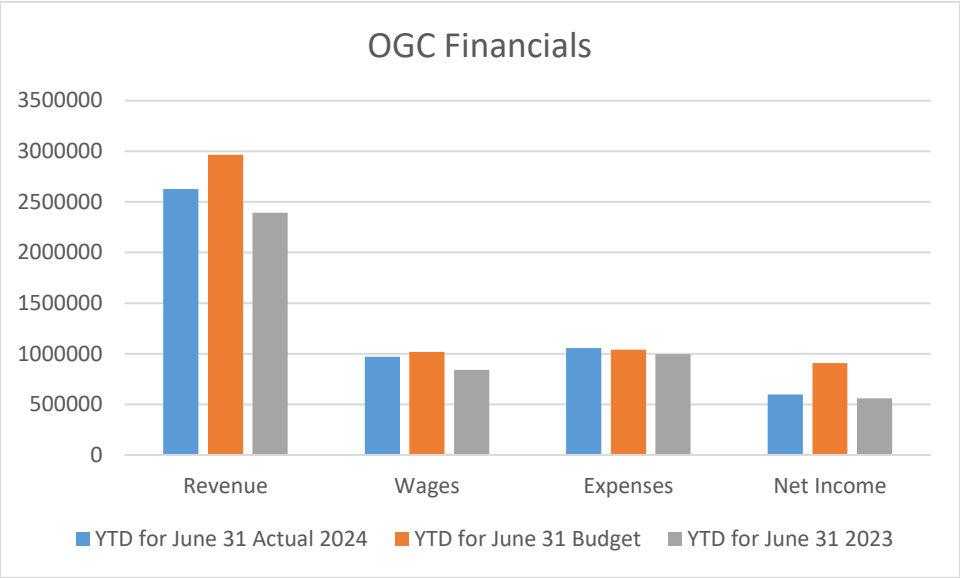
Golf Genius update – Deferred.

Board Communications – Ongoing education series. Roger confirmed Ryan is available for a session to discuss matters concerning the management of the golf course conditions etc. Alan and Roger will meet with Ryan to put together an agenda. Planned for mid to late August.

4. Treasurer's Report

Balance Sheet
Cash and cash equivalents were $239K compared to $811K for the same period last year. Current Liabilities were $328K; $147K increase from last month and an increase of $151K over the same period last year. The month-over-month increase is attributable to an increase in accounts payable as we continue to manage cash.

Income Statement
Revenue for the month was $602K; $3K below budget but $40K higher than in the same period last year. YTD revenue is $2,627K; $339K below budget but $233K higher than same period last year. On a positive note, green fees were on budget for June and $28K higher than 2023.
Paid rounds are up YTD at 11,612 compared to 10,299 in 2023. The average green fee rate improved from $56.47 in May to $58.41 in June with the YTD average at $54.30.
Wages for the month were $257K; $32K over Budget and $31K over the same period last year. Wages YTD were $972K; $47K below budget but $132K over 2023. The year-over-year increase is attributable to Grounds ($30K) and F&B ($85K).
Expenses for the month were $263K; $21K below budget but $20K over the same period last year. YTD expenses were $1,057K; $16K over budget and $60K higher than the same period last year. The main driver is the increase in F&B expenses.
Net Income for the month was $81K; $13K below budget but an $28K increase over 2023. YTD Net Income was $599K; $309K below budget but $41K over the same period last year.



5. GM Report

Eddie has settled in with lots of positive feedback from members. He is not interested in being a Head Professional. He would be ideal for working 3 or 4 days per week. He is skilled in club repair and would be an asset for us in 2025 and onwards if he is interested.

Laura the gardener was bit by a rattlesnake. She has been treated and is home now.

Possibility of the putting green and 18 Meadows. Gary the course designer is working on finding a person for shaping the material for these projects. We will see what kind of cost savings we can identify in the event we have the funding to proceed.

6. <u>Committee Reports</u>

a. Building:

Nothing new.

b. Club Captains:

Nothing in addition to the Club Captain Committee Report. Rob thanked all involved with the execution of the Club Championship in his absence. Feedback from members suggests it was a successful event.

c. Finance:

June was the first month we met our green fee budget with average fees of approx. $58. Very positive improvement. Great improvement in F&B. It is making money and trending in a positive way.

Cash continues to be a challenge. See treasurer report. Significant expenses coming through in the next month. Concern that we may have to dip into our LOC in August.

Doug – unlikely we will meet budget for July due to the large expenses.

d. Food & Beverage

We continue to see great traffic through the restaurant. Alana and her staff are working well as a team and the atmosphere is positive. Alana is starting to book events for December to keep F&B busy.

e. Greens

Brief discussion regarding Ryan's report and concern regarding the hot weather and the impact on grass health. Some areas are showing some stress due to the high overnight temperatures.

f. Health & Safety

Nothing

g. Long Range Planning

Nothing

h. Marketing

Rob provided an update on the Google Ad campaign. It was agreed that the campaign has been valuable and there was unanimous support for extending the campaign until September 30, 2024. Jamie, Bella and Estian are working well together to implement our social media strategy through Facebook and Instagram posts promoting the restaurant, pro-shop sales and golf events.

Rob has confirmed that Dorothy will be arranging a Marketing meeting in the next week or two to discuss our current strategy.

i. Membership

David has been hearing members comment about looking for ways for them to play less and pay less. It was agreed that members have the choice to play less however paying less is not in the club's best interests.

j. Nominating

Alan and Brenda indicated we have a month to determine how many Board members will be continuing and how many we will need to recruit.

7. <u>Business Arising</u>

1. Strategic Conversation Continued

1.1 Cart Lease Payout

David- this was deferred due to COVID. This is a budget (and cash) item that will be around $30,000 to approve the payout for these carts.

Moved and passed unanimously to pay out the leases.

1.2 Member Survey discussion – release date

Tim and Brenda- provided an update on the process and methodology for developing the survey. The current survey includes everything that could be a revenue generation opportunity. It was decided not to cap the number of rounds for members.

General discussion of each survey question occurred with the objective of reducing the number of questions and informing members of the revenue generating decisions that

the Board has already made (Green Fee increase, F&B min increase, Initiation Fee, Member dues).

Subsequent to the Board meeting, additional edits were incorporated into the survey email and the survey itself. The content of those two documents has now been approved and Doug will try to get it out the week of July 29th. Members will be asked to complete the survey by August 9th.

8. <u>Other Business:</u>

1. Head Professional (for next season) Search Committee and Process – continued discussion next step

Discussion- What is it that we really need? A Head Pro, Director of Golf? We need a job description for what we need. We will post it and try to recruit and short list about 3 people.

We already have a committee to assist Doug with the recruitment process. If there is an organization chart change the Board should be involved in determining the new structure.

Doug feels like Estian is tracking towards being qualified to be a Head Professional but not for a few years. He has his Class A status now and will be in demand. Eddie is providing excellent mentoring for Estian. We need to understand what Estian's expectations are for his career here as he would be a great person to retain longer term.

Brenda raised the issue of succession planning. We need to have responsible and skilled people to cover for unexpected management position openings.

The committee will meet to crystalize the org chart to help determine the hiring direction that we go. Brenda will be the Chair of that committee as she is currently the HR chair.

An Org Chart meeting has been booked for Wednesday August 7th at 9:00am.

9. <u>Other Items/Questions/Comments</u> (open to GM & all Directors**)**

None

10 Future Meeting

August 29th, 9:00-11:00

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

a. With General Manager: Not recorded.

b. Without General Manager: Not recorded.

10 Adjournment 11:00am