

¹Chester Golf Club Spring General Meeting
May 29, 2019

Chester Golf Club held its Spring General Meeting in the CGC Boardroom at 7:00 PM, Wednesday, May 29, 2019

The President Anne Lindsay, opened the meeting at 7 PM.

The President requested those present to rise and observe a moment of silence for those who passed away during the last year.

Motion to approve the minutes of the August 29, 2018 Annual General Meeting was made by John Olsen and seconded by Jim Muckle. **MOTION CARRIED**

Business arising from the minutes –

Question: In last year's Annual General Meeting minutes Dennis Connolly asked the board to consider changes to the protocol for the discipline committee, what are the results?

Answer: We have a policy in place and a committee. After looking at his concerns we are looking at better communication and notification in writing.

Reports:

General Manager – Dave MacMillan

Dave welcomed everyone back for another year at Chester Golf Club. The club opened on May 1, 2019 after wintering well. Many fall projects had to be carried over to the spring due to fall rain, but the grounds crew has been busy catching up.

Credit was given to management of the pro shop and Food and Beverage for a great job in getting their respective Departments ready for the golf season.

A new position has been created - Member Services Coordinator and is being filled by Dean Durnford. Dean will look after much of the communication from the club, including the newsletter that we plan to send out each month.

A handbook for staff has also been produced this year that outlines the workplace expectations and policies of the club regarding employment.

Question: Is Dean serving as an assistant Pro?

Answer: No his job is mostly communication and assisting with membership renewal and new member orientation.

Treasurer - Andy Hare - Audited statements on File

Phillip Chandler gave the report in Andy's absence.

Chester Golf Club
Audited Financial Statements to December 31, 2018
Highlights

	2018	2017
Golf course revenues		
Membership & initiation dues	\$ 478,800	\$ 473,700
Initiation fees	7,500	19,500
Green fees	423,400	451,000
	909,700	944,200
Expenses relating to golf course	899,900	897,200
Excess from golf course	9,800	47,000
Deficiency from bar & canteen (2018)	-39,000	29,100
Deficiency from pro shop	-113,000	-156,400
Other revenue	11,100	29,600
Excess (deficiency) of revenue over expenses	-131,100	-50,700
Amortization (Depreciation) included above	220,300	227,800
Capital expenditures	74,600	117,300
Cash & Cash equivalents	59,300	76,500
Internally restricted funds	* 255,600	253,000
	314,900	329,500

The internally restricted reserve was established to provide for major capital expenditures and operating needs as determined by the Board.

It was moved by Phillip Chandler and seconded by Dale Rafuse to accept the Audited Financial Statements. MOTION CARRIED

Question: on page 12 what are the complementary green fees?

Answer: these are passes that are given to the board members and volunteers for their service. Some are donated to Charities to use as prizes and some used as advertising incentives.

Women's Division – Kelly McKnight

On May 8, the Division hosted an evening event for all women members. Dubbed “The Golfing Gals Nite Out”, we welcomed over 85 women to help us kick off the beginning of the season. Both the event and feedback have been extremely positive. Dan Fraser was our excellent emcee and the fashion show (with clothing from the Pro Shop) was the highlight of the evening. Kudos to the Dining Room - Megan, Satrina and Hailey for their expertise and support. Thank you to Dave Hilchey and Dave Harvey for their help and modelling skills. This may become an annual event!

The Tuesday League began on May 14 (although the weather has been less than inviting!) and the Women on Wednesday (WOW) will begin on June 5. Both leagues are expected to have increased participation this season.

The Chester Field Day on July 17 is already 60% full. This tournament attracts women golfers from many clubs province wide. This year we have changed the format to "better ball".

We are looking forward to a clinic on the new rules of golf by Ruth Christian on June 1 and Bunker Clinics by Dan in mid-June.

Match Committee – Dave Harvey

The Match Committee consists of Sheila Boss, Mike Brine, Sherry Brine, Dan Fraser and myself.

We were excited to start the year off with the club opener, on Sunday May 18th. We had a full field for the 4-person team scramble and enjoyed a meal after the round in the Clubhouse. The weather held out on an otherwise rainy and chilly long Victoria Day weekend.

Our goals for this year are:

- Increase participation in club events through marketing and communication initiatives
- Post complete tournament scoring to the website in a timely manner following the tournament
- Work with Club House to promote food and beverage options for tournaments

- Seek member feedback through a year-end tournament survey

As a reminder, tournament play requires a Golf Canada handicap. Please continue to enter your scores on the Chester website for home or away courses.

Our next event is the Men and Women's Best Ball on June 8th. A registration poster is in the foyer.

The JN Pew and Women's handicap follows on June 15th.

On another note, we are changing the name of "The Castle Mixed" to the "Linda Bond Memorial" sponsored by Castle Building Supplies.

Ruth Christian, Dan Fraser and I will be meeting to review the local rules for our club as a result of the new rules of golf introduced for 2019 by the R&A and USGA. The revised local rules will be distributed at the first tournament and copies will be beside the computer in the foyer.

We are always in need of volunteers. If you, or anyone you know, is interested in volunteering their time to support the club tournaments, please do not hesitate to email me at [davidharvey902@gmail.com](mailto: davidharvey902@gmail.com). All help is most appreciated!

Question: Why was the format of the 2 ball changed?

Answer: All tournaments were looked at with the idea of increasing participation. It was felt this change may achieve that.

Junior Golf Committee – Joe Green

Welcome back CGC juniors and your parents! We are excited to start a new year of golf and have lots of events and opportunities to develop your skills this year. Don't worry if you are a junior and have not yet paid your membership. We are still accepting application and dues for junior membership. A benefit to membership is being able to play in our own events and the privilege to sign up for clinics. Come to the proshop to join the club or pay online via our webpage (www.chestergolfclub.ca).

One easy way to find out more is to look us up on our webpage. If you looking under the heading "leagues" you'll see an overview of our program, events that are scheduled, and the clinic times. The clinics, which are only available to members, are only \$30 for juniors! We are thankful to our club pro Dan Fraser for investing into the next generation of golfers. We are excited to bring back "Family Golf". Parents, you need not be a member to play during these times as long as your junior currently is. This is a fun way to enjoy a Sunday evening and to share in the sport as a family. This year we also want to connect you with the CJGA and NSGA with their support of juniors through events. We have links on our webpage for you to consider.

We are thrilled to announce the Castle Chester Golf Club Junior Invitational. This will take place on July 4th and will be open to juniors from across the province. This will be a fun day and competitive field to celebrate junior golf. Please stay tuned for more details to come.

Maybe you are reading this update and would like to support the program. It's because of the generosity of people like you that we've recently purchased some new equipment to enable us to be in local schools when the course is not open. Please consider giving a one-time or multiple

year commitment to the program. Another way to give is to purchase a birdhouse. You may notice some birdhouses around the course recently and the maker of these houses has donated some to the junior program and they can be purchased for a minimum donation of \$50. We are grateful for this gift and opportunity to raise funds for our kids.

Lastly, we have nearly finished a “Safe Child Policy” that will help direct us as a committee and the club as an organization. We value your kids and want them to have a safe environment and trustworthy volunteers and staff. This policy when completed will help us safeguard your kids and attempt to ensure we are working with current best practices when dealing with vulnerable people. In advance of this policy we have already taken steps to safeguard your kids and we would be happy to answer any questions you have about this process.

Membership Committee – Don Horne

Committee Members

Don Horne - Chair, Holly Chandler, Howdy Pew, Bill Camp, Dean Durnford, Member Services Coordinator

Committee Priorities

1. Annual Membership Renewals, Changes in Membership Category, New Member Applications Review

2. Review of Existing Club Membership By-Laws and recommend any revisions or additions

Senior/Intermediate 2019 Target **800**

2019 Senior/Intermediate Total at May 18, 2019 **798**

Removal of 6 Month Residency for Property Owners prior to applying for Club Membership

New Members Welcome Program Development

Question: Due to aging demographics and membership decline should the initiation fee be looked at? Is it too high? Should the boundaries be opened up?

Answer: we are not worried in 2019 as the figure of 800 members was used for budgeting purposes. Going forward this will be looked at. Every 5 years there is a review of the current boundaries and by laws. This is scheduled for 2020. We have to balance the amount of members with the number of rounds played by these members leaving room open for green fees which are another revenue source. 42 members did not renew this year and we have reached out to them to see why but as yet have no replies.

Long Range Planning – Don Horne

Committee Members

Don Horne - Chair, Kimberly Croft, Lisa Welland, Mike Dockrill, Andrew Mader, David MacMillan

Committee Priorities

1. Maintaining & Enhancing Primary Club Revenue Sources, Membership, Green Fees, Food & Beverage, Pro Shop

2. Develop 5 Year Capital Projects Plan for both Course & Non-Course

2019 Revenue Projections

Membership	\$450,000
Green Fees	\$450,000
Food & Beverage	\$680,000
Pro Shop	\$715,000

Committee Initiatives to Date

- Assessment of Competitive Landscape
- Review of Club Membership Eligibility Options
- Green Fee Guests
- Chester Advantage Program, -Club Newsletter
- Food & Beverage Industry Expert Program
- Close Relationship with Club Membership Committee

Question: Our group bookings (tournaments) have declined, are we doing anything to attract more groups to CGC?

Answer: Fewer Charities and Businesses are holding tournaments so the pool is getting smaller and our placement in regards to the city puts us at a disadvantage.

Question: Are the results of the survey on the web site.

Answer: There is information re Tees and Greens but the information regarding Membership will be added.

House Committee –Cathy Rafuse

Since our AGM in August 2018, the house committee has continued to be hard at work over the long cold and wet winter. Lots of improvements were made over the last six months and we have a full slate of work ahead!

Here are the highlights....

1. Our IT system incurred a major upgrade at the end of the year. This resulted from identifying many issues relating to online payment processing, credit card security, inefficient hardware and wiring configurations. Many years of upgrades and patchwork contributed to performance issues and safety concerns. The new technology has resolved these issues, reduced the amount of visible wiring and greatly improved productivity, efficiency and security.
2. The dining room has been given a fresh new look over the winter.... the walls were painted, new blinds installed, the dining room floor and bar area was sanded and verathaned. Also, new tables and accessories enhance the look of the dining room.
3. All trophies have been cleaned and refurbished and are now on display in the proshop.
4. In the proshop, carpeting has been removed and replaced with a rubber flooring. Our hope is to replace all carpeting the proshop and clubhouse buildings over the next few seasons.
5. Further to a request last August at the AGM, work is about to begin to build a new entrance landing to the dining room which will include a wheelchair ramp. It is expected this will be completed by mid-June.
6. New paving to replace heaved stones and uneven footing between the clubhouse and proshop buildings will be completed in June.

Question: Is there any progress on upgrading the present Kitchen?

Answer: Not at this time. There is no room to expand the present footprint and there is no money for a huge capital expense of a new structure.

Tees and Greens – Dave Hilchey

Committee Members: BJ Dainard, Dan Fraser, Todd Gates, Don Horne, Darrin Lantz, Rick MacIntyre, Ross Norman, Dave MacMillan, Dave Hilchey

General - The course opened on May 1st following a cold and rainy April. The grounds crew has been busy getting the course up to speed - prepping the irrigation system, restoring cart paths and bunkers, and clearing winter debris. They've been topdressing greens, verticutting, and fertilizing. The crew has also been finishing work remaining from projects started last fall. They have been so busy, they forgot to turn on the heat.

Les Furber - Our architect, Les Furber visited this past November and we reviewed with him the Member Survey results from last summer. His recommendations will be posted on the Club's website.

10 Year Capital Plan - The Green Committee has provided the Board with a 10 Year

Forecast of our capital requirements to assist Long Range Planning in determining the Club's financial needs. A list of prioritized projects is attached for general review and feedback from members. It has been assembled with input from our Member Survey, Les Furber, Staff, and the Green Committee. The list will evolve as priorities change and is dependent on funds being available and approval by the Board.

Much of list relates to the expansion of existing tees and a few new tees to handle the increased load from moving the Gold tees forward. We also see a need for improving cart paths. There is always a need for drainage work and irrigation system maintenance. The Bunker Renovation work will continue.

There are no large capital projects (\$50k +) foreseen in the next four years (e.g. new greens or water expansion).

Projects Completed or Underway

#11 DRAINAGE - The wet area below the fairway bunker has been tackled. That completes #11.

#3 & 7 FORWARD TEES – The sod was placed in mid-May as soon as sod became available.

PRACTICE TEE - The expanded iron-only area requires some topsoil before sodding.

#18 CART PATH – This section of “grass pavement” is being completed by a contractor with a lot of experience in doing this type of work. We will learn a great deal from working with them.

#5 BUNKER RENOVATION - With Les Furber's input we are expanding the greenside bunker and cleaning the surrounding area to catch more shots heading left. Some shaping work remains in addition to the bunker restoration.

Other Projects for 2019.....

#10 Level Forward Tee

#12 Level Forward Tee

#18 Expand Gold Tee

#3 Cart path near green

#7 Cart path to Forward Tee

Business Manager – Philip Chandler

Phillip reported on the J N Pew Jr Memorial fund - Capital fund - \$53,392.00

Reserve fund - \$49,631.00

It was moved by Phillip Chandler and seconded by John Olsen to accept the Pew fund report. MOTION CARRIED

2nd Vice President – Andrew Mader

Andrew introduced himself to the membership

President's Report –Anne Lindsay

The start to the 2019 season has arrived, and you will see that our staff has been hard at work during the off-season with projects on and off the course. The majority of our staff have returned for another season and we thank them for all they do for our Club. Our various Board committees have been busy as well, planning for the upcoming season, as you have heard from the reports shared tonight. We also have welcomed Andrew Mader to the Board of Directors in the position of 2nd Vice President. Andrew replaced Lyndon Rafuse, who was not able to serve the position of 2nd VP that he was elected to at the August 2018 AGM.

As we move forward, our Club is facing a challenge that many other golf clubs have also experienced, which is declining membership. The number of Senior members has dropped over the past 3 years. An aging membership could be a factor in the growing number of resignations. There were also fewer new member applications for the 2019 season. Our Membership and Long Range Planning Committees will be examining this issue, as we plan for the future. Our financial report shows that we are still in a reasonable financial position, due to careful budgeting.

Best wishes to all of our members for an enjoyable season at the Chester Golf Club.

New Business –

It was moved by Dale Rafuse and seconded by Dave Hilchey to hire Levy Casey Carter MacLean as the Auditors for 2019. MOTION CARRIED

Next Meeting –August 28, 2019

Motion to Adjourn –Dale Rafuse

Marlene Warren
Secretary

Anne Lindsay
President