

Chester Golf Club Annual General Meeting
August 28, 2019

Chester Golf Club held its Annual General Meeting in the CGC Boardroom at 7:00 PM, Wednesday, August 28, 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 May 27, 2019 Meeting was made by John Olsen and seconded by Bruce Forest. **Motion Carried.**

Business arising from the minutes - NONE

Reports:

General manager – Dave MacMillan

Dave MacMillan welcomed everyone and gave a review of the 3 Departments, Pro-shop, Food and Beverage and Maintenance. He applauded all of the employees for their dedication, professionalism and ability in their jobs.

A letter was read from the Nova Scotia Golf Association thanking Chester GC for hosting the Men's Mid Armature Tournament this year. They applauded the organization, friendliness and dedication of the staff and volunteers during this event.

Some of the challenges this year have been:

- A wet May and June resulting in the loss of a major tournament and decrease in Green Fees
- A Hot and Humid July and August resulting in tough conditions in the kitchen
- The course is in good shape mainly due to the water management system now in place.
- During the off-season we will be looking closer at tee-sheet management in an effort to ensure we are maximizing play and revenue going forward.

From an operational perspective

- Staff in the Maintenance, Pro Shop, Back shop and Clubhouse have been working hard to ensure we provide a solid level of service to both our Members and Guests. I am pleased with the dedication and commitment of staff across these departments.

- We rolled out Employee Handbook earlier in the season to ensure there was a consistent understanding of Club policies, procedures and expectations – this was well received by staff.
- We have enhanced the level and frequency of communication through our website and social media to ensure Members are kept up to date on what’s happening and planned.
- Our Occupational Health and Safety Committee meets regularly to discuss matters affecting Employee, Member and Guest safety and we are quick to take action to remedy any issues that are raised by or through the Committee Members.

He thanked the Board and the Trustees for their support and thanked all of the volunteers for their hard work this year.

Treasurer - Andy Hare - Financial Summary on file
Revenue and Expense Summary
to July 31, 2019

	2019	2018
<i>Revenue</i>	\$	\$
Membership fees	472,000	478,000
Initiation fees	18,000	7,000
Green fees including groups	180,000	225,000
	<u>670,000</u>	<u>710,000</u>
Dining room - gross sales	329,000	359,000
Pro shop sales	63,000	62,000
Other (carts, cleaning & storage etc)	119,000	146,000
	<u>511,000</u>	<u>567,000</u>
<i>Total revenue</i>	<u>1,181,000</u>	<u>1,277,000</u>

Expenditures

Wages - Operations & maintenance	160,000	168,000
- Pro Shop	113,000	110,000
- Food & Beverage	121,000	148,000
Total wages	394,000	426,000
Grounds & maintenance	145,000	123,000
Pro shop costs	128,000	154,000
Bar & kitchen expenses	203,000	210,000
Other	101,000	116,000
Total expenditures	971,000	1,029,000
Revenue over expenditures	210,000	248,000
 Cash position July 31		
Cash & Cash equivalents	169,000	307,000
Reserve Fund	258,000	253,000
	427,000	560,000

Women's Division - Kelly McKnight

The Women's Division is enjoying another successful year with an all-time high of 130 members participating in weekly play on Tuesdays (18 holes). The WOW group (Women on Wednesdays) are burning up the course on Wed. evenings. Trudy Somers-Lamb coordinates this fun league which continues to attract an increasing number of women to "Play 9 & Dine – no Whine".

In June, Dan Fraser provided several Bunker Clinics that were well received by our membership. Dan makes it fun and it looks easy but... it isn't... not really.

Also in June, Ruth Christian led an excellent Rules Clinic which provided an overview of the new rules of golf, inaugurated this year. Additionally, the Division provided members with a new bag tag listing the new rules. We are so well informed that the rules are now hot lunch topics!

The Chester Women's Field Day (held on July 17) is always a popular tournament and this year was no different. The field was filled (116 entrants) six weeks prior to play date

and we attracted players from all across the province. The course was in excellent shape and the weather was perfect.

Following a qualifying round in July, we sent a team of 5 women to the Bronze Tournament at Eden Golf Club on August 6. Chester has long supported this NSGA sanctioned tournament and I am very pleased to announce that next year, Chester Golf Club will be hosting the Bronze!

The Club Championship saw 35 women playing – an increase of 11 members over last year- which is excellent! Congratulations to Allison Chandler, our new Women’s Champ!

Another successful fundraiser “Fore the Cure” (led by Holly Chandler and Marlene Warren) was held on August 13. The weather was wonderful and 108 women had a great day on the course, a lovely lunch and helped raise \$4281.00 – best ever!

Thank you to this Club – the Board, GM Dave MacMillan & his staff, Pro Dan Fraser, DR Manager Megan Sheppard & her staff, our monthly hosts, our Executive – the list goes on. Suffice to say, we wouldn’t be able to host these successful events and grow our Division without their ongoing support.

I will be stepping down as President of the Division this fall. It’s been fun (really!) and I encourage any member to volunteer at this Club. You would be hard pressed to find a finer group of friendl, committed and talented people.

Match Committee - Dave Harvey

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

We rely on and greatly appreciate the support of all volunteers including Michael Spencer, Paul Nickerson, Ruth and Terry Christian, John and Jo-Ann Ravlo.

Our goals for this year were to:

- 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 Schooner on September 14th & 15th. Multiple emails have been sent out, a registration poster is in the foyer and in the men’s locker room.

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. All help is most appreciated!

Junior Golf – Joe Green

Another season is in the books for our junior program. This report hopes to reflect some of the milestones, hard work, support, and next steps for the program.

It is important to start with congratulations to Mark Chandler and Adrian Nunn for entering and competing in the provincial tournament. This is no easy feat as anyone who puts himself or herself out there in competition knows. It is very exciting when you do so and you excel. Mark Chandler was this year's winner of the NSGA Cobra Puma Junior title. Mark like his siblings before him have not just been good golfers but great ambassadors and role models for our latest crop of junior golfers.

With some more time and development we are hoping that some of the next crop of junior golfers will also excel in this game we love. About 1/3 of our juniors at the club are involved in our development program in some capacity. Whether they take clinics, enter our Top Gun events, participate in our Junior Invitational, or are involved in a Linkster event these young golfers are developing skills and learning what competition may be like. We see some budding young talent forming in some of the juniors in our program in both boys and girls. We cannot say enough thanks to our Pro Dan Fraser for his time, dedication, and interaction with these kids. This year Dan added a Skills Competition to the program. One parent said at the end of the year "I've seen a big difference in what my child can do on the course from the start of the season". Thank you Dan for teaching these kids how to play and enjoy this game!

This year saw the return of the Chester Junior Invitational that was sponsored this year by Castle Chester Building Supplies. Although we had a small field, we had a number of other clubs represented and worthy winners crowned. We had a tremendous group of volunteers who put on a great event. Overhead by one junior participant "I love coming to Chester, because they always treat us good". We are currently looking for a corporate sponsor for next year's invitational.

We want to thank the club for investing in these young golfers. This kind of support enables for the junior program to not only get these kids on the course, but it also allows for some fun and food for our kids to enjoy as members of the club. Coupled with the club's support has been the continued support of our BOOSTER program. These generous donors have made multiple year commitments to the program to invest in golfers today and tomorrow. We also want to thank Howdy Pew for his gift of birdhouses that were purchased for a donation. All have sold and all proceeds are an investment in the program. Thank you to all who purchased them.

Part of this investment has been spent on SNAG gear that will enable us to be in local schools this fall and next spring. We hope to gain some interest in the game by coming to the kids directly where they are.

Lastly, unfortunately I have little to report in regards to our safe child policy. While our committee and our pro did submit vulnerable sector checks, our policy continues to be reviewed by our legal representative. This is a prudent step to ensure our policy is in line with NS law.

Thanks for a great season and we look forward to working with these young people again next year!

Respectfully submitted by Joe Green (Co-chair) on behalf of the junior committee (PJ Cowan co-chair; Dan Fraser club professional)

House Committee – Cathy Rafuse

Our small house committee consists of Dave MacMillan and me, as chair. Since our May spring meeting, several improvements to our beautiful facility have been implemented.

1. A new dining room entrance landing area has been built that allows easy access for all, including those with physical challenges.
2. New paving has been completed to replace heaved stones and uneven footing between the clubhouse and proshop buildings.
3. The flagpole in front of the proshop has been cleaned and repainted with new flags now being flown.

As always, suggestions for improvements to our buildings and interiors, are always welcome. Also, we would like to expand our committee and if anyone is interested in joining us, let me know.

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 – After a cold and soggy April to June, summer got underway July 1 and it's been sunshine ever since. The course has never looked better thanks to a diligent grounds

crew, good agronomic practices and a pond full of water as late as July 6 to permit adequate irrigation. Rainfall of 71mm was the lowest for July/August since 2005, yet our irrigation pond remains 40% full.

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. 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. To see it, log in as a Member on our website and find it under *News*.

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 This Year

#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 awaits cooler weather to sod.

#18 CART PATH – This section of “grass pavement” was installed by a contractor.

#5 BUNKER RENOVATION - With Les Furber's input we have expanded the greenside bunkers and cleaned the surrounding area to catch more shots heading left.

Cart Path Plan – The Green Committee has completed a plan for the location of cart paths. We are still looking into alternative materials of construction. The plan will be presented to the Board and posted on the Member section of our webpage for your comments.

Some Projects for Fall 2019.....dependent on available funds

- #10 Level Forward Tee - \$2
- #12 Expand Forward Tee - \$4k
- ~~#18 Expand Gold Tee~~ – Let's simply move the Gold tee back to where the Whites are now and move the Whites back to the top tier.
- #3 Cart Path Near Green – Non-asphalt pavement (grass/rubber) from fairway exit to big tree (170') - \$9k
- #7 Pave Cart Path to Forward Tee - \$8k

- #18 Drainage - **\$4k**
- #13 Drainage at bottom of hill - **\$3k**
- #1/9 Drainage from Pond - **\$6k**
- Bunker Reno - #10 and 1 other - **\$6k**
- #1 Redo Red Tee and new Gold Tee - **\$10k**

Green Composite Course – We are awaiting a response from the NSGA on a proposed Composite Course rating.

Question – Patti Pringle – Will something be done about the new flags? It is difficult to differentiate between the Black and Blue.

Answer – Yes the middle (black) will be replaced with White

Membership – Don Horne

Committee Members: Holly Chandler, Howdy Pew, Bill Camp, Dean Durnford

2019 Senior/Intermediate Members 806

2019 New Senior Members 29

2019 New Intermediate Members 5

Effective September 1 2019 Holly Chandler is the new Membership Committee Chair

Long Range Planning – Don Horne

Committee Members: Kimberly Croft, Lisa Welland, Andrew Mader, Mike Dockrill, David MacMillan

August 28, 2019 AGM Recommendations

1. Club Membership Boundary Review Committee to include two Trustees, Membership Committee Chair, Long Range Planning Committee Chair and Second Vice President
2. No change to the current \$1500.00 Senior Membership Initiation Fee and maintaining the 5 Year residency requirement
3. No change to the Green Fee Rate for 2020

4. Club Non-Member Tournament priority be maintaining current Client base
5. Replace existing Club POS, Tee Time and Website provider with new Website to include Members Only feature
6. Increase in Membership Fees for 2020 be 5%
7. Club 2020 Budget projections be based on 775 Senior/ Intermediate Members
8. Chester Advantage Program to be in place for the start of the 2020 season
9. Membership Boundary Review to be conducted prior to August 2020 AGM
10. 2020 Membership Fees 5% Increase

Question – Dale Rafuse – Is anything being done to control the tee sheet? Are we blocking tee times for Green Fee Players? This should be monitored month by month and limit play by members during prime time to allow for Green Fees
Answer – yes we have begun to block and are currently running a special

Sue Hennigar – Why were members not told of this?

Answer - No conscious decision was made to not tell members, this is a communication breakdown

Audrey Nicoll – If those blocked times aren't taken do they come back to be used by members and if so what is the timeline and are members made aware of tee times opening up?

Answer – point taken – this is a new system and the process needs to be analyzed and communicated to members.

Dennis Connolly – Is this increase of 5% to catch us up with other clubs if you say our membership is 50% below the average.

Answer – No the green fees allowed us to have a lower fee but we are seeing fewer green fee payments

Harry Davis – How many 18 hole rounds vs. 9 hole rounds are played. Many members play only 9 leaving the back open. Could the sheet be managed better to put 9 hole players off the back when there are spaces. Also are groups of 2 and 3 being monitored and filled it with players?

Answer - This is certainly something we will be looking at, especially with the new POS system we will be using next year as well as monitoring groups of 2 and 3.

Sue Hennigar – If a green Fee player does not show is their credit card charged?

Answer – yes but it is a nominal amount. A new POS system will be able to track this more easily and charges could be increased for repeat offenders. Most no shows are Members not Green Fee payers.

Bill Marshall - I have been involved with another club and the new POS should be able to address some of these issues, for example 9 hole bookings could be paired up.

Rick MacIntyre – Are Green Fees down due to the high rate?

Answer – No – We are competitive with other courses of our calibre and the phone is ringing but there are no tee times to book.

President’s Report – Anne Lindsay

August has been a busy month, with sunny days and full tee sheets at the Chester Golf Club. Our grounds crew under the direction of Superintendent Dave MacMillan have kept the course in excellent condition, as we transitioned from the wet spring and early summer to the very dry conditions experienced this month.

As mentioned at our Spring Meeting in May, we are facing a challenge that is not uncommon for Golf Clubs these days, which is declining membership. A combination of more resignations and fewer new members has resulted in our Senior Membership declining the past three years. Despite the declining number of members, we have observed an increase in the number of rounds members are playing this year. This has resulted in lower green fee revenue, as fewer times are available for green fees players. Careful financial planning, to balance expenses versus revenue, remains an important focus for our management team and Board of Directors.

We are very fortunate to have so many volunteers at our Club, who take on a wide variety of roles. Many thanks go to all of you for the time you give to help make Chester Golf Club the special place that it is. In particular, I would like to acknowledge the time and effort that our Board members and Trustees put into attending meetings, leading committees and doing valuable work for the Chester Golf Club.

New Business –

- A. Election of the Officers to the Board – There being no nominations from the floor the following Officers were elected to the positions indicated for 2020:

President – Anne Lindsay
First Vice President – Joe Green
Second Vice President - Andrew Mader

Treasurer – Andy Ernst
Secretary - Sandra Conrad

B. Approval of 2020 Rates

It was moved by Don Horne and seconded by Barrie Jardine that the **Senior Membership Fee** be increased by 5% to 575.13 **Motion Carried**

It was moved by Don Horne and seconded by John Olson that the **Intermediate Membership Fee** be increased by 5% to \$287.56 **Motion Carried**

It was moved by Don Horne and seconded by Barrie Jardine that the **Novice Membership Fee** be increased by 5% to \$68.25 **Motion Carried**

It was moved by Don Horne and seconded by Blake Chandler that the **Junior Membership Fee** be increased by 5% to \$100.00 **Motion Carried**

It was moved by Don Horne and seconded by Audrey Nicoll that the **Green Fee Rate** remain the same at \$65.00 **Motion Carried**

It was moved by Don Horne and seconded by Audrey Nicoll that the **Social Membership Fee** remains the same at \$50.00. **Motion Carried**

C. Dennis Connolly asked the board to consider making a category of membership to be: **Honorary Life Membership**. This category would be non-paying but have full membership benefits. Criteria would be a minimum of 50 years as a Senior Member and the board would have the right to limit members if it were to prove a financial burden. **The Board will look into the feasibility and process to do this and report back to the membership at the Spring Meeting. This would involve a By Law change.**

Next Meeting – May 27, 2020

Motion to Adjourn – Dale Rafuse

Marlene Warren
Secretary

Anne Lindsay
President