

**Minutes of the Annual General Meeting of the Bashaw Golf and Country Club  
on Sunday, April 19, 2020 at 1:00 p.m. held Electronically via Zoom**

**PRESENT**

Interim President – Rob Sand  
Directors – Dennis Jones, Ray Miller, Randy Trautman, Randy Bergstrom,  
Pat Procyshen, Sylvio Campenelli, and Ken Tarbett  
General Manager - Kevin Finlay  
Administrative Assistant – Darlene Sinclair  
Greenskeeper – Richard Stang (was introduced)

General Membership

**CALL TO  
ORDER**

Vice President Jones called the meeting to order at 1:00 p.m.

**PREVIOUS  
MINUTES**

Res 004-2020

**MOVED** by Candice Way and Seconded by Jason Sopka that the minutes of the previous annual general meeting held April 28, 2019 be accepted as corrected.

**CARRIED**

**AGENDA  
APPROVAL**

Res 005-2020

**MOVED** by Jason Sopka and Seconded by Dennis Bedford that the agenda be accepted as presented and due to Covid-19 that the AGM be run electronically under the Zoom platform.

**CARRIED**

**REPORTS**

**FINANCIAL STATEMENTS**

**2019 Reviewed Financial Statement**

Tim Rowland of Rowland Parker and Associates LLP reported on the 2019 Financial Statements and answered questions from the membership. Tim advised the membership that considering the type of year that 2019 presented, the revenues were closely related to 2018. The main difference was the fundraising revenue due to not having a casino in 2019. Green fees were down because of poor weather. Finances are getting lean and will have to be cognitive of expenses. The ATB loan in the amount of \$172,868.00 will be paid out in 2030. The Capital lease obligation will be paid down in 2020 except for \$5,000.00 for the following year. Tim drew attention to Schedule 1 where the kitchen is still showing operating at a loss but was not out of control and was mainly due to volume issues. With the covid-19 pandemic there will be no kitchen services this coming year, so that should present a positive result for 2020.

Overall the club is managing well but will have to stay focused on a tight budget.

There will also be a savings on the hiring of a new greenskeeper for 2020

May also be additional revenue this coming year if the casino is able to take place in the 3<sup>rd</sup> quarter.

Grace Stewart addressed her concern about the high percentage of wages paid out to the gross revenue.

Ray Miller raised concern about page 5 of the Financial Report – Statement of Cash Flows

Concerns were directed to Tim Rowland and were addressed.

The board will also investigate the percentage ratio of wage expenses to gross revenue for a service-based industry of golf courses.

**2019 Financial Statement  
Res 006-2020**

**MOVED** by Renee Griffiths and Seconded by Pat Procyshen that the 2019 Reviewed Financial Statements be accepted as presented.

### **CARRIED**

### **VICE PRESIDENT/ PAST PRESIDENT'S REPORT**

#### **Vice President Jones Reported on the following:**

- There is much uncertainty with the pandemic, and we all must pull together. The Covid crisis is affecting everyone
- Dennis thanked everyone who joined the AGM considering the platform utilized opposed to a normal attendance to make the meeting happen.
- Because of the Covid crisis and the effect it will have on the course, the board members were obligated to revisit the 2020 budget and introduce two different scenarios. One, in case the club can open by July 1, 2020 and another worse case scenario.
- Presently, Dr. Hinshaw is not allowing golf courses to open and day camping is not allowed. Seasonal camping will be allowed but the users must have fully contained units
- Seasonal camping may be opened by mid May of this year
- The province of BC has opened their courses, but they are under strict scrutiny
- If the club is given approval to open, everyone will be obligated to follow all the rules put in place by Alberta Health Services so that the club is not put in jeopardy of being shut down.
- Rob Sand congratulated all members who adapted to the zoom meeting to keep our club going in the right direction

## **COMMITTEE REPORTS**

### **CLUBHOUSE - Pat Procysen**

Report attached

**GROUNDS – Ray Miller** – Course was put away well last fall and on behalf of the course and members, thanks Shaun for all the work he did

### **CAMPGROUND – Randy Trautman**

All going well in the campground. May be able to rent out day use areas on monthly or seasonal basis.

Randy advised seasonal campers that when they are not at their respective sites to make sure the water is always turned off

Dead trees in sites are to be marked for removal

Also advised that the leaf pile is for leaves only and not any other material is to be dumped in the pile.

Has spoken to a scrap metal dealer to arrange to have all the scrap metal removed and that there is to be no more dumping of any metal in the dumping area as we are not a nuisance grounds

Also mentioned that there was a lot of work done on the carts paths last year to improve their condition

### **FINANCE – Rob Sand**

Rob reported that all the finance discussion was covered by Tim Rowland and that there would be no capital acquisitions this year and that the club must pay attention to the cash flow.

### **GENERAL MANAGER – Kevin Finlay See attached report**

Ray Miller asked about the status of signed employment contracts

Questions were raised about

- the General Manager's job description
- if there was an escape clause for the club in place if an employee was to vacate position
- about who monitors job performance

Lorna Lang questioned if the club pursued legal advice regarding employment contracts

Susan Riske questioned if there was a length of employment contract in place for the General Manager and the Greenskeeper

**Committee Reports**  
Res 007-2020

**MOVED** by Dean Burns and Seconded by Sylvio Campenelli that the Committee and General Manager reports be accepted as presented.

**CARRIED**

**NOMINATIONS**

Election of Board of Directors (4 positions to fill)

**1 – 1 year term**

**3 – 3 year terms**

The nominating committee has secured the following names who consented to let their names stand for the three year terms:

- Devin Ulmer
- Dennis Bedford
- Bart Sand
- Larry Luckwell

Nominations were open to the membership for any additional members willing to let their name stand for the three year term.

**3Yr Term Nominations**  
Res 008-2020

**MOVED** by Barb Clement and Seconded by Ray Miller that Grace Stewart be nominated for a three year term.

**CARRIED**

Grace Stewart accepted the nomination

**Nominations Cease**  
Res 009-2020

**MOVED** by Jason Sopka and Seconded by Pat Procysen that nominations ease.

**CARRIED**

All candidates gave a brief biography and interest to join the Board of Directors Jason Sopka reported on behalf of Randy Lunn as he was not in attendance Voting for the six candidates was done and tallied electronically via zoom

Successful candidates were:

- Devin Ulmer
- Bart Sand
- Larry Luckwell

**Election for 1 year term**

The nomination committee obtained the following member who consented to let their name stand for the one year term of office:

- Dustin Krzywy

**1Yr Term Nominations  
Res 010-2020**

**MOVED** by Barb Clement and Seconded by Lorna Lang that Grace Stewart be nominated for a one year term.

**CARRIED**

Grace Stewart accepted the nomination

**Nominations Cease  
Res 011-2020**

**MOVED** by Pat Procyshen and Seconded by Amber-Rae Tansowny that nominations cease for the one year term.

**CARRIED**

The two candidates gave a brief biography and interest to join the Board of Directors

Voting for the two candidates was done and tallied electronically via zoom

Successful candidate:

- Dustin Krzywy

**ELECTION OF  
BOARD OF DIRECTORS**

<b>Position</b>	<b>Name</b>	<b>Term Remaining</b>	<b>Year Expired</b>
<b>President</b>	<b>Dennis Jones</b>	<b>Two</b>	<b>2022</b>
<b>Past President</b>			
<b>Directors</b>	<b>Randy Trautman</b>	<b>One</b>	<b>2021</b>
<b>Elected</b>	<b>Dustin Krzywy</b>	<b>One</b>	<b>2021</b>
	<b>Ken Tarbett</b>	<b>One</b>	<b>2021</b>
	<b>Pat Procyshen</b>	<b>Two</b>	<b>2022</b>
	<b>Randy Bergstrom</b>	<b>Two</b>	<b>2022</b>
<b>Elected</b>	<b>Bart Sand</b>	<b>Three</b>	<b>2023</b>
<b>Elected</b>	<b>Devin Ulmer</b>	<b>Three</b>	<b>2023</b>
<b>Elected</b>	<b>Larry Luckwell</b>	<b>Three</b>	<b>2023</b>

**NEW  
BUSINESS**

a) **2020 Budget** – As adopted by the Board of Directors – Res 097-2019 and Projected revised budget due to Covid -19 Res 002-2020

**2020 Budget with Revisions  
Res 012-2020**

**MOVED** by Ken Tarbett and Seconded by Dean Burns that the 2020 Budget with projected revisions be accepted as information.

**CARRIED**

**b) RCMP Report on Break and Enters**

A member of the Bashaw RCMP detachment gave a short report on the break ins that occurred on December 6, 2019 in the campground. 40 units were broke into and 17 were reported to the RCMP. The security cameras were the main reason the RCMP were able to lay charges and make arrests in this case and a trial date is set for August 13, 2020

**RCMP**  
Res 013-2020

**MOVED** by Dean Burns and Seconded by Renee Griffiths that the membership accept the RCMP report as information

**CARRIED**

Pat Procyshen thanked all the outgoing directors for all the time they devoted to the club during their term of office.

Barb Clement raised concern regarding the criteria for Family memberships whereby students up to 25 years of age, attending post secondary school or university and living at home qualify. She felt the age limit should be lowered.

**ADJOURNMENT**

Res 014-2020

**MOVED** by Candice Way that the meeting be adjourned.

**CARRIED**

Meeting adjourned at 4:01 p.m.

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PRESIDENT