

**Minutes of the Regular meeting of the Bashaw Golf and Country Club
on Monday, May 11, 2020 at 7:00 pm
held Electronically via Zoom**

- PRESENT** President Dennis Jones
- DIRECTORS** Pat Procysheh, Randy Trautman, Randy Bergstrom, Ken Tarbett, Devin Ulmer, Bart Sand, Larry Luckwell and Dustin Krzywy
- Administrative Assistant, Darlene Sinclair
General Manager, Kevin Finlay
- CALL TO ORDER** President Jones called the meeting to order at 7:05 pm.
- AGENDA APPROVAL**
Res 026-2020 **MOVED** by Pat Procysheh and Seconded by Larry Luckwell that the agenda be approved as presented.
CARRIED
- PREVIOUS MINUTES**
Res 027-2020 **MOVED** by Ken Tarbett and Seconded by Dustin Krzywy that the minutes of the AGM held on April 19, 2020 be accepted for information and the minutes of the Organizational meeting and regular meeting held April 20, 2020 be accepted as presented
CARRIED
- GREENSKEEPER REPORT** **Report given by Randy Bergstrom**
Greens have all been cleared and watering has been done by hand. Greens have been verticut, damaged greens have been seeded and fertilized and top dressed.
Cups are all in, garbage cans all painted. Compost pile has been turned. Richard has switched fertilizer companies and is hoping for better results with the new product.
Thanked Country Nine for the use of their overseeder in turn country nine may want to borrow a piece of equipment from our club
Bent grass has been seeded into the damaged greens and will only germinate when the weather is favourable.
General Manager thanked Randy Bergstrom and Randy Trautman for all the many hours of extra work they have contributed to the club during the start up of the season
- MANAGER'S REPORT** On April 30, 2020 the water to the campground and course was turned on and there are still water lines that are frozen
Sites C & D have all been rented out as discussed at the previous meeting

A beverage cart was purchased from Country Nine on May 2, 2020. A portable Moneris machine and additional computer was purchased for use on the course

Signs have been ordered and are installed throughout the course and campground regarding Covid-19 precautions.

Not having much success contracting a vending company to provide food services for the club

General Manager suggested that the Board consider renting golf carts by the month to try to raise extra revenue. Kevin will draft a plan and price for the rentals and bring back to the Board for consideration.

TREASURER REPORT

Report was provided with the income and expenses generated from to April 30, 2020

Campground Reserves
Res 028-2020

MOVED by Randy Bergstrom and Seconded by Devin Ulmer that the Campground reserve account be capped yearly at \$15,000.00 to ensure funds are available for any major expenses or improvements required.

CARRIED

Res 029-2020

MOVED by Pat Procyshen and Seconded by Larry Luckwell that the Greenskeeper, General Manager and Treasurer's report be accepted as presented.

CARRIED

UNFINISHED BUSINESS

(a) Employment Contracts

Discussion took place regarding the status of staff at the Bashaw Golf Club. No staff currently employed are contract workers, they are all employees of the club and fall under the Alberta Labour Code.

Employment Agreement
Res 030-2020

MOVED by Bart Sand and Seconded by Larry Luckwell that the wording of Clubhouse Manager in Kevin Finlay's Employment Agreement be changed to General Manager

CARRIED

Pat Procyshen, Larry Luckwell and Dennis Jones will work with the General Manager to develop proper and updated job descriptions for each required position of the Club

(b) Conduct Policies 1.09 and 1.13

Noted

(c) Power use for meters in Seasonal Camping

Power Meters

Res 031-2020

MOVED by Pat Procyshen and Seconded by Bart Sand that the power portion of Motion #095-2019 be rescinded and tabled until further information can be gathered regarding power usage in the seasonal sites

CARRIED

(d) Posting of Unapproved minutes on the Club's website

Only the minutes of the Annual General Meeting will be posted as draft minutes as information on the website. Common procedure is that the Board needs time to review regular meeting minutes and pass at a subsequent meeting to ensure accuracy of the minutes before posting for the public.

REPORTS

Clubhouse –Having troubles securing a vending company to provide food services during covid restrictions. Will likely consider approaching local food businesses in Bashaw to provide light food services. New beverage cart may also be used to provide small pro shop items such as balls and tees for purchase.

Grounds –Boxes are being built for the pumphouse and potable water

Campground –Sheds in two sites have been approved. Tress have been marked for removal and there are still 13 sites with frozen water lines.

There is a leaky urinal at the #4 washroom that need repairs.

One seasonal site has a unit that needs to be moved to make it compliant with site boundaries.

A request has been made to allow a portable shed on the temporary seasonal site which was declined by the Board but offered that short-term storage of portable sheds could be assembled in the area where previous golf sheds were situated

There needs to be screenings ordered for cart path improvements

Finance – General Manager is looking into the 75% wage subsidy program being offered to see if the Club meets qualifications

NEW BUSINESS

a) Letter to Camrose County regarding Property Taxes

President Dennis Joes applied to the Camrose County for a donation in the amount of the annual property taxes from the County during the hardship of the Covid-19 crisis and possible future years

b) Business Master Card

The General Manager has been authorized to activate the business master card to make smaller purchases more convenient and that the purchases are to be approved by the Executive committee prior to the Master card balance being paid.

c) **Covid-19 Update and Protocol following AHS guidelines**
Phase 1 to be effective on May 14, 2020. The club has been working diligently and are following all guidelines being presented by AHS.

d) **In Camera Session**

- **Request to waive a Membership for a Seasonal site**
- **Email from Member directed to the General Manager**

In Camera Session
RES 032-2020

MOVED by Pat Procyshen and Seconded by Bart Sand that the board go in camera to discuss personal issues at 8:27 pm

CARRIED

Regular Meeting
Res 033-2020

MOVED by Randy Bergstrom and Seconded by Devin Ulmer that the Board revert back to a regular meeting at 8:38 pm

CARRIED

DATE OF
NEXT MEETING **June 8, 2020 @ 7:00 pm**

ADJOURNMENT
Res 034-2020

MOVED by Devin Ulmer that the meeting be adjourned

CARRIED

Meeting adjourned at 8:44 p.m.

President