



300 McGimpsey Road, Campbell River, British Columbia, V9H 1K8

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**July 18, 2023**

Welcome - call to order:

Meeting called to order at 4:00 pm by Scott Oldale

**Present:**

**Directors**      Scott Oldale – President  
                     Cathy McCartney – Vice President  
                     Shelly Boates - Treasurer  
                     Gerry Gillis – Secretary  
                     Liza Hadfield – Director  
                     Chris Roper – Director  
                     Gerry Jackson – Director  
                     David Fitzsimmons – Director  
                     Barry Rhinehart – Director – via zoom

**Staff**             Steven MacPherson - Head Professional  
                     Deb Olsen – Business Manager  
                     Marty Smith – Food and Beverage Manager  
                     Rob Watson – Course Superintendent/Operations Manager

**Regrets:**

**1. APPROVAL OF THE AGENDA:**

Motion            To approve the agenda.

**M/S:**             Shelly/Liza      carried

**2. APPROVAL OF MINUTES**

Motion            To approve minutes of June 19, 2023

**M/S:**             Liza/David      carried

### 3. MANAGERS' REPORTS:

#### COURSE SUPERINTENDENT'S REPORT



##### Maintenance Report (June 16, 2023 to July 14, 2023)

Submitted by Rob Watson, Golf Course Superintendent: July 14, 2023

The great golf weather that we have been experiencing since early May just keeps going. Without a doubt, this has been the driest mid May to mid July stretch we have enjoyed since we arrived in 2007.

Comparing the weather for June 16 to July 14, 2022 with the same time period this year once again shows some substantial differences. Most significant is .4 mm of rainfall from June 16 to July 14 this year vs. 56.2 mm last year over the same time frame.

	<u>2022</u>	<u>2023</u>
June 16 to 30 Rainfall	4.2 mm	.4 mm
<u>July 1 to 15 Rainfall</u>	<u>52 mm</u>	<u>0 mm</u>
<b>Combined Rainfall</b>	<b>56.2 mm</b>	<b>.4 mm</b>
June 16 to 30 Mean Temp	16.9 degrees	16.8 degrees
July 1 to 15 Mean Temp	17 degrees	18.4 degrees
June 16 to 30 Average High Temp	23 degrees	23 degrees
July 1 to 15 Average High Temp	21.4 degrees	24.9 degrees

As I said in my last report, as much as we enjoy the great weather, it provides numerous challenges with maintaining the course at a high level. Some of these challenges are as follows:

- Cool season grasses and especially poa annua which is what our greens mainly consist of struggle during periods of drought. To counter this the following steps and tasks are taken:
  - Daily hand watering. We have been averaging about 20-man hours per day hand watering greens, collars and tees over the past month.
  - Venting greens to relieve compaction and to allow for water infiltration. We have also started a lap of the course to spike fairways.

- Increased use of wetting agents on greens, tees and fairways to try and minimize turf decline.
- Increased use of turf biostimulants to assist the plant with critical plant functions.
- Reduction of overly aggressive cultural practices such as verti-cutting and topdressing when temperatures are high and or growth rates are stunted.
- We raised the height of cut on greens for about 10 days at the end of June while we were struggling to achieve our desired growth rates.
- High water use. Over the past 7 years we have used an average of 17,908 m<sup>3</sup> of water during the 2<sup>nd</sup> quarter of the year (April 1 to June 30). Based on 2023 pricing this works out to an average cost of \$13,252. This year during the 2<sup>nd</sup> quarter I estimate we have used 35,840 m<sup>3</sup> at a cost of \$26,521.
- Working our irrigation system so hard has results in more breaks than normal. Since June 16 we have had 9 water breaks. As usual with the exception of 1 of the breaks all have been cracked 2 inch sched 40 tees.

All of these challenges aside, I do feel that the grounds crew has done a great job keeping the course in great condition. In addition, the cooler weather we have been enjoying over the past week has allowed us to reduce the number of hours spent hand watering and to finally complete some tasks we have been struggling to complete. These tasks are as follows:

- Stripping and sodding the gold tees at holes 6 and 8.
- Swapping out numerous poorly performing original sprinklers with new Rain Birds.
- Sodding bare areas behind 3 green and beside 12 green.
- Graded and re-established the gravel path to the left of 14 green.
- Training new employees at additional tasks.

**Additional tasks that have taken place or are ongoing include the following:**

- Granular fertilizer applied to tees on June 16.
- Fairways brushed and double cut on July 12.
- Greens were verti-cut and topdressed on July 12.
- Digging up wet areas to determine if we are dealing with water leaks or soil issues. Soil issues are typically remnants of construction burn pits.
- Edging sprinklers, permanent markers, catch basins and valve boxes.
- Bunker sand adjustments ongoing.

**Upcoming tasks include the following:**

- Course preparations during the week of July 17 to 21 for the Dave Stockton & Dave Stockton Jr Short Game Clinic and the Ladies Crystal Open.
- Venting greens on Wednesday July 26 with needle tines followed by an application of Gypsum.

- Continue spiking fairways.
- Green and tee surrounds to be fertilized with a granular fertilizer likely July 17 and or 18.
- Fairways, approaches and tees to receive an application of wetting agent on Thursday July 20.

**Manager’s report accepted as presented.**

## **HEAD PROFESSIONAL’S REPORT**

### Pro Shop Report

July 2023

Rounds of Golf June

June, like May was a fantastic weather month with zero days impacted by poor weather. 7172 rounds were completed. 3715 by Members and 3457 by Green Fee players.

Year	Total Rounds	Member Rounds	Public Rounds
2023	7172	3715	3457
2022	6088	3522	2566
2021	6262	3591	2671

### Membership

Member totals weren’t correct in my June report. With some Young Adult individuals paying over four months, their Membership payments were included twice. This month reflects each adult category accurately. Dues payments at this time have contributed \$920,000 towards revenue. A further \$21,000 in Subscription fees has been collected.

Type	Age Category	Amount
Super Senior	80	10
Senior	65-79	157
Adult	40-64	119
Young Adult	30-39	38

Young Adult	19-29	44
Twilight	All	43
	Total	411

### Game Packs

Game packs have continued to sell through with over \$80,000 in sales as of June 30th.

Type	Amount	Revenue
5 Pack (9 hole rounds)	0	\$0.00
5 Pack	1	\$400.00
10 Pack	22	\$15550.00
20 Pack	31	\$41800.00
30 Pack	14	\$23400.00
Total	68	\$81150.00

### Revenue Streams

Green Fees, similarly to May, were through the roof in June. At \$206,000 they were more than \$50,000 more than our previous best June!

Year	Green Fees
2023	\$206,000
2022	\$154,000
2021	\$150,000
2020	\$91,000
2019	\$128,000
2018	\$105,000
2017	\$103,000

Green Fees are now at \$533,000 compared to \$409,000 one year ago. If only all May and June weather could be like this year. With so many rounds being played, each category is faring well. Power cart rentals are up almost 25% on last year. Driving Range is a little up on 2022 and the Pro Shop is only slightly behind 2022 figures.

With all the rounds being played, with all the events taking place, the Staff are working extremely hard, being pulled in many different directions. The Pro’s are completing eight hour shifts and teaching for another 3-4 hours in the heat, or vice versa. We’re making hay while the sun shines but it takes it’s toll.

Type	YTD 2023	YTD Budget	YTD 2022	June 23	June Budget	June 22
Green Fees	<b>\$533,513</b>	\$368,500	\$409,609	<b>\$206,000</b>	\$135,000	\$154,000
Power Carts	<b>\$121,356</b>	\$83,500	\$94,446	<b>\$43,738</b>	\$27,500	\$29,431
Driving Range	<b>\$73,939</b>	\$68,500	\$69,535	<b>\$18,601</b>	\$15,000	\$15,231
Pro Shop	<b>\$290,624</b>	\$242,275	\$296,099	<b>\$94,722</b>	\$68,750	\$66,622
Membership	<b>\$920,710</b>	\$908,000		<b>\$28,655</b>		
<b>Total</b>	<b>\$1,940,142</b>	\$,1670,775				

At budget time, in order to improve our level of service, with this amount of rounds being played, I’ll push for an extra body in the Pro Shop next summer. I don’t feel as though the phone get’s answered quickly enough, I don’t believe we’re set up to offer on the spot club fittings or the myriad other tasks that help Members and Guests with their golf experience. While it will be a short term position, I think it will prove a valuable one.

On the subject of pace of play once again, I had spoken with Liza pre season about TagMarshal software. Along with a Power Cart plan and the Indoor Training Centre proposal, I will prepare some documents for you to view regarding TagMarshal.

Here is a short video describing the benefits: <https://www.tagmarshal.com/watchdemo/>



**Manager's report accepted as presented.**

## **FOOD AND BEVERAGE MANAGER'S REPORT**

**July 14, 2023**

### **F&B Report to the Board, June 2023**

June 2023 was an amazing month, off the charts. Highest single month revenue in Creekside history.

Some revenue figures for review:

	<u>June 2023 Actual</u>	<u>June 2022 Actual</u>	<u>June 2023 Budget</u>
<b>Sales</b>	\$116,700	\$86,900	\$78,400

50% over budget, 35% higher than the same month last year, which was also a very busy month. I am unable to provide monthly profit loss information until our accounting records are brought up to date. Labour and misc. overhead expenses are within budget.

Month to date, July has settled down a bit, it is looking like a closer to budgeted amount for revenue.

We are challenged to compete with better equipped, year-round facilities for customers and qualified staff. A new clubhouse facility is increasingly becoming a necessity. It will provide opportunities for new events and multiple sources for new revenue streams that will offset a good portion of the required financing costs. The potential for additional revenue opportunities is significant.

Looking ahead to next year, staff benefits, and performance incentives will be included in my F & B budget. Investing long-term in our key people will be a priority.

As always, your questions or comments are welcome.

Regards,

Marty Smith

Food & Beverage Manager

**Manager's report accepted as presented.**

## **BUSINESS MANAGER'S REPORT**



### **Financial Report – June 2023**

Attached is the Income Statement and Balance Sheet for Feb, March, and April 2023 as they are now complete, along with a 1<sup>st</sup> quarter income statement.

Financial data has been inputted and completed for Food/Beverage until the end of May 2023. As the Proshop revenue and expenditures are still being inputted, there are no further monthly reports currently.

The Proshop data is more difficult to record as it requires additional information and investigation from within Lightspeed... which is time consuming.

Per Shelly, our Treasurer, any discrepancies I am not easily able to reconcile are to be posted to cash over/short until further investigation can be done. This can be seen on your income statement at the bottom of the administration section.

As we get a better handle on the system with accounting and can reconcile in a timelier manner, things will get easier.

I have been working additional hours daily in hopes of getting this completed by this meeting, but with other demands like payroll and the other interruptions that come within the Administration Dept.

By Tuesday, I hope to have some more reports.

Items of Note:

1. Canada Summer Job Grant application has been denied.
2. working on getting the Development Permit for the septic field completed and filed with the City of Campbell River



3. Working on our Permissive Tax Exemption application. July 28<sup>th</sup> deadline for submission.

**Manager's report accepted as presented.**

#### **4. OLD BUSINESS**

- a. Dress Code Policy #11 – addressing this policy will be deferred until off season
- b. Member Code of Conduct (Proposed Policy #30) – addressing this policy will be deferred until the off season
- c. Clubhouse Update – report following minutes

Follow up meeting regarding clubhouse – Monday July 24, 2023

#### **5. NEW BUSINESS**

- a. Member Letters – Scott will respond to the member letter regarding fish habitat  
Steven to respond to member requesting special tee times  
Letter of request for funding support for a junior player to participate in a national event.

**Motion** – The Board approve \$500 to Dana Smith to support her request for funding.

**M/S:** Liza/Chris carried

Recommendation. For a sub committee to be formed to address financial support of members who participate in provincial and national tournaments or the Finance Committee address the issue at budget time.

- b. Board newsletter articles – Aug Newsletter – Rob to write a piece regarding players' care of the course and Scott to provide an update regarding the clubhouse plan.
- c. Policy #17 – Redemption of Subscription Units – clarification of policy and the purpose
- d. Human Rights Tribunal – update regarding the proposal given to the individual and his response.

Form 2 has been submitted to the Human Rights Tribunal – response has been received from the Tribunal with a plan to mediate between the Board and the individual within next 3 months.

e. Lightspeed and Accounting Procedures

Update from Deb regarding working out the conflict with the accounting integration of Lightspeed.

f. Truck Purchase

- a. Motion: “To Approve the purchase of a 2012 Chev Silverado for Golf Course use, current Toyota Tundra to be traded in. Purchase not to exceed \$28,600.00.”

**M/S:** Shelly/Chris      carried

Adjournment: 6:00 pm

Next Meeting: August 15 @ 4:00pm – Maintenance Shop

Clubhouse Update

July 18, 2023 Board Meeting

- AFC Construction provided a Class 'C' Construction Cost Estimate
  - Construction Costs - \$2,352,385
  - Other incl Contingency - \$525,089
  - Total Construction - \$2,877,474
- Project Cost Estimate
  - AFC Class 'C' Estimate - \$2,877,474
  - Non-Construction Items - \$323,000
  - AFC Excluded Items - \$100,000
  - **Total Estimated Project Cost - \$3,300,474**
- Septic System
  - Revised cost estimate from Five Star - \$330,000
  - Met with McElhaney water specialist to investigate an upgrade/expansion to the current system as an alternative.
- Clubhouse Committee recommends assessing as an alternative a separate standalone restaurant facility and the repurposing of the existing building.