



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

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**August 15, 2023**

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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  
                     Chris Roper – Director  
                     Gerry Jackson – Director  
                     David Fitzsimmons – Director  
                     Barry Rhinehart – Director

**Staff**

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

**Regrets:**      Liza Hadfield – Director

**1. APPROVAL OF THE AGENDA:**

Motion          To approve the agenda.

**M/S:** Shelly/David          carried

**2. APPROVAL OF MINUTES**

Motion          To approve minutes of July 18, 2023

**M/S:** Barry/David          carried

Motion          To approve minutes of special clubhouse meeting.

M/S: Shelly/Barry carried

### 3. MANAGERS' REPORTS:

#### COURSE SUPERINTENDENT'S REPORT



#### Maintenance Report (July 15, 2023 to August 10, 2023)

Submitted by Rob Watson, Golf Course Superintendent: August 11, 2023

On August 8, we finally received some much-needed rainfall. Total rainfall on August 8 was 12 mm followed by 1.4 mm on August 9. This gave us an opportunity to put the hoses away for a while, give the irrigation system a much-needed break and helped save some substantial money that would have been spent on water. For reference, when we are no longer able to supplement our irrigation pond with water from drains a basic half cycle costs about \$390. A heavy night of watering combined with supplemental watering of dry areas and hand watering can cost as much as \$1000 or slightly more. The rainfall we received on August 8 allowed us to not have to open the city water line for 3 days.

The following is a comparison summary of rainfall and temperatures from July 15 to August 10, 2022 vs the same time period in 2023.

<u>2022</u>	<u>2023</u>	
July 15 to 31 Rainfall	4.4 mm	4.4 mm
<u>August 1 to 10 Rainfall</u>	<u>2 mm</u>	<u>14.8 mm</u>
<b>Combined Rainfall</b>	<b>6.4 mm</b>	<b>19.2 mm</b>
July 15 to 31 Mean Temp	20.4 degrees	18.8 degrees
August 1 to 10 Mean Temp	19 degrees	18.8 degrees
July 15 to 31 Average High Temp	27.2 degrees	24.4 degrees
August 1 to 10 Average High Temp	25.5 degrees	25.5 degrees

#### Irrigation

With a reduction in watering the past couple of weeks we have seen a slight reduction in irrigation breaks. In total over the past 3 weeks, we have had 4 breaks and 1 original valve that after it was closed would not open again. All 4 breaks as usual were 2-inch schedule 40 tees.

**Tasks that have been completed over the past few weeks are as follows:**

- Preparing the course for the Crystal Open.
- After putting select garbage cans back out in mid July the remainder were put back out on August 1.
- We have been digging up select soft spots around the course to a depth of about 2 feet and replacing contaminated soil with a well draining sand / soil combination. These areas are typically construction burn sites breaking down.
- Wetting agent applied to greens on July 21.
- Fairways were spiked the week of July 24 to 28 with the Maredo Vibe-Spike. This unit cuts a slit into the fairway to a depth of about 3 inches and also vibrates causing the surrounding soil to fracture. The result is a reduction in compaction and better water infiltration.
- Greens were vented with 6-inch bayonet tines on Tuesday August 8. This was done to relieve compaction in the greens surface which was restricting water infiltration and to allow for gas exchange.
- Greens were verti-cut and topdressed August 8.
- Gold tees at 6 and 8 opened for play at the beginning of August.
- Re-sodding worn bunker edges on select green side bunkers on holes 1, 5, 11, 13, 14, 17 and 18.
- Raising and leveling sprinklers.
- Tees were fertilized with granular fertilizer on August 8 (.75 lbs N per 1000 ft<sup>2</sup>).
- Select tees were spiked with the Maredo Vibe-Spike on August 8.
- Growth regulator applied to fairways on August 10.

**Upcoming tasks include the following:**

- If it is not too hot on Tuesday August 15, we will be verti-cutting a topdressing greens.
- Course preparations for the Club Championships and the Labor Day Amateur.
- Weather permitting, aeration of greens, tees and approaches is scheduled for September 6, 7 & 8.
- Once green, tee and approach aeration is complete, we will be aerating, topdressing and overseeding fairways.
- If the required permits are granted in time, Current Environmental is planning to be on-site for phase 1 of the 17-creek work while we are closed for aeration. Phase 1 work includes the following.
  - Removing the current culvert which due to its height does not allow for fish passage to hole 12 and is also half crushed.
  - Preparing the stream bed to allow for unrestricted fish access.
  - Install large concrete blocks which will support a free span bridge.
- We will be installing a flow meter into the septic line just above the bridge to 8 in order to determine the daily use. This information is needed to help determine required design specifications.
- Irrigation blowout is scheduled for October 17 and 18.

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

## **HEAD PROFESSIONAL'S REPORT**

### **Pro Shop Report**

August 2023

#### Rounds of Golf July

July rounds were again extremely strong with almost equal play between Members and Guests.

Year	Total Rounds	Member Rounds	Public Rounds
<b>2023</b>	<b>7307</b>	<b>3712</b>	<b>3595</b>
2022	6665	3594	3071
2021	7596	3530	4066

#### Membership

Membership gained one adult Member and one Junior Member.

Type	Age Category	Amount
Super Senior	80	10
Senior	65-79	157
Adult	40-64	120
Young Adult	30-39	38
Young Adult	19-29	44
Twilight	All	43
	Total	412

## Game Packs

We sold a few more game packs in July.

Type	Amount	Revenue
5 Pack (9 hole rounds)	0	0
5 Pack	2	\$800.00
10 Pack	25	\$17,800.00
20 Pack	33	\$44,600.00
30 Pack	15	\$25,350.00
Total	75	\$88,550.00

## Revenue Streams

Green Fees and Power Carts are way ahead of Budget as can be seen below. Driving Range and Pro Shop are slightly ahead.

Type	YTD 2023	YTD Budget	YTD 2022	July 23	July Budget	July 22
Green Fees	<b>\$734,000</b>	\$548,000	\$586,000	<b>\$209,000</b>	\$180,000	\$177,000
Power Carts	<b>\$166,000</b>	\$125,000	\$135,000	<b>\$46,000</b>	\$41,000	\$41,000
Driving Range	<b>\$89,000</b>	\$83,000	\$83,000	<b>\$15,000</b>	\$14,000	\$13,000
Pro Shop	<b>\$353,000</b>	\$325,000	\$379,000	<b>\$70,000</b>	\$83,000	\$83,000
Membership	<b>\$921,000</b>	\$813,000				
<b>Total</b>	<b>\$2,263,000</b>	\$1,894,000				

## July Green Fee History

Year	July Green Fee Revenue
<b>2023</b>	<b>\$209,000</b>
2022	\$177,000
2021	\$205,000
2020	\$153,000
2019	\$135,000
2018	\$139,000
2017	\$124,000

### Labour

Through six months, the labour spend for Golf Operations is sitting at \$148,000 against a projected budget of \$152,000.

### Inventory

As of August 10th, inventory is sitting at \$240,000. We have around ten weeks to move through the remainder of our sales. We have had promotions on shoes and clothing, and have current promotions on various Cobra Equipment in addition to soft goods. TaylorMade and Cobra will offer us a credit for some return product later in October.

We're beginning to write orders for Spring 2024. Clothing companies begin to run out of their best shirts if we delay too long. The Pro's will sit down soon and create a game plan for Equipment Companies, Shoes, Clothing and each category in 2024. Our Buying Show is scheduled for the last week of October this year.

The inventory count scheduled for July 31st was postponed with Arthur having to dash back to Ontario to check in with his mum, who had a spell in hospital. We were short staffed for the 31st as well as each of the days thereafter.

### Staff

We say Goodbye (for now) to Keely Finn and Ethan Vaton as they head to University. We'll be able to give them a big send off in a Staff Party we have planned for August 21st.

We will work our way through late August, September and October with Arthur, Max, Megan and Rob.

## TagMarshal

Marty and I sat down and enjoyed a demo of the Tagmarshal platform. I will briefly share details in our Board Meeting, and in depth as we plan for budget season.

### Events

We've just recently completed Midsummer Madness, Crystal Open, Generations Cup, Women's Scramble, Couples Night #4 and we're looking forward to the Club Championships, the next womens scramble, the last Couples Night of the season, the Mens Labour Day Amateur, the Campbell River Hospital Foundation Fundraiser and the Nanwakolas Corporate Fundraiser in the next four weeks. It's a busy, but fun time and we're looking forward to creating great memories for each of the golfers participating.

### Temporary Training Centre Clubhouse SetUp

I have spoken with two companies regarding the temporary (at this time) solution for our training centre. They should supply me with a quote for netting in the next few days.

Reminder - Creating this space will:

- Help us retain key staff through the ability to instruct in the winter months
- Help us sell more golf equipment through the winter months
- Help our Members and Students work on their game through the winter months

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

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

**August 10, 2023**

**F&B Report to the Board, July 2023**

July 2023 saw revenues closer to budget than the previous 2 months.

Some revenue figures for review:

	<u>July 2023 Actual</u>	<u>July 2022 Actual</u>	<u>July 2023 Budget</u>
<b>Sales</b>	\$111,180	\$94,750	\$93,250

20% over budget, 18% higher than the same month last year. Labour costs for the month were much higher than budget due to there being 3 pay periods in the month as opposed to the usual 2 pay periods. Year to date, labour costs are 3% higher than 2022 and 4% higher than budget. Not unexpected due to the higher sales volume and extra overtime being paid to kitchen staff due to ongoing shift shortages. I expect labour costs to continue to be elevated for the foreseeable future.

Misc. & overhead expenses are within budget. Year to date net income is looking good, ahead of budget and ahead of same period last season.

The new summer events have been going well, pretty much sold out at time of writing. Month to date, August is looking like a closer to budgeted amount for revenue.

Staffing will be a challenge starting September 1 with 4 of our regular servers returning to school, and 2 others returning to teaching positions.

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 - July 2023**

Attached is the Income Statement and Balance Sheet for July 2023, along with the 2nd quarter income statement. Time sure is flying by fast as we reach the ½ way mark.

Balance Sheet:

- Inventory Demo/FitCart & Rental/Demo have been moved to Clubs. (The combined change \$10,000 over last year).
- A/R Installments - last of the 10 plan... finally. Will be invoiced with next years dues.
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In our finance meeting there was some discussion about June/July comparison of Total Assets as there is little change between the 2 months while we generated \$156,000 in revenue. Shelly created a "Cash Flow Statement" to support the findings (attached below).

Income Statement:

- increased revenue from budget, except for Proshop Sales.
- July had 3 pay periods
- Expense overages from budget due to timing of invoices.
- Continue to see increases in equipment maintenance due to unexpected breakdowns due to the age of our equipment.



So far, considering the temperatures and lack of rain, we continue to have another great season.

Items of Note:

1. Permissive Tax Exemption application was submitted July 25<sup>th</sup>. We should receive feedback from the City of Campbell River around Oct/Nov 2023.
2. WCB Inspection - July 21<sup>st</sup> the WCB inspector was onsite for 4.5 hours performing a site inspection. He talked with Management with most of his time being spent with Rob. We were found to be 98% compliant. The 2 minor shop issues addressed in his report were corrected July 22<sup>nd</sup>.
3. BC Hydro - after 35+ years, the Regional District has decided it doesn't want to pay for our parking lot lighting (someone must finally be looking at their expenses) and we have been contacted by BC Hydro to make sure we would like them to remain active before they just cut them off. They will be upgrading the lighting to new LEDs at a minimal monthly electricity cost to us. Date of the installation TBD.

Storey Creek Golf Club

Cash Flow Report

June - July 2023

\$

Cash at the end of June 2023	<u>2,132,074</u>	(a)
Adjustments to Cash during the month		
July Net Income	156,032	
Add Back: Amortization	20,516	
	-	
Decrease (Increase) in Current Assets	16,766	
Decrease (Increase) in Inventory	17,384	
Decrease (Increase) in Prepays	3,807	
	-	
Purchase of Vehicle (Use of Cash)	27,280	
	-	
Increase (Decrease) in Liabilities	<u>171,272</u>	
	-	(b) - sum of
Net Increase (Decrease) in Cash	<u>17,579</u>	adjustments
		(c) - (a) minus (b) =
Cash at the end of July 2023	<u><u>2,114,495</u></u>	(c)

Proof - Balance Sheet Cash July 2023

Petty Cash - Office	300
Cash Float - Treasury	3,000
Cash Float - F & B	1,150
Cash Float - Pro Shop	400
Bank - Contingency	814,329
Bank - GIC	890,000
Bank - Current Assets	<u>405,316</u>
Total Cash	<u><u>2,114,495</u></u>

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

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

- a. Clubhouse Update – the committee is continuing to investigate options for the design of the new clubhouse.
- b. Committee Setup – assign board members to a committee to create a policy regarding the sponsorship of Member Participants at Provincial and/or National Level. Committee to have proposed policy ready to submit to Board for approval on or before Oct 1,2023.

Committee members: Barry, Gerry G, Cathy, David

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

- a. Board newsletter articles – Sept Newsletter – Shelly will write an article regarding rake placement in bunkers
- b. Motion – To increase the Grounds Maintenance operating budget by \$25,000.  
**M/S:** Shelly/Barry carried
- c. Motion - To approve the purchase of the blower and core collector for the total cost of \$20,000  
**M/S:** Shelly/Barry carried
- d. Proposal to investigate the cost for portable, personal fairway mats for use during winter months – Rob to investigate

“In Camera”

Adjournment 5:30 pm

Next Meeting: Sept 19, 2023 @ 2:00 pm - 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.