

CFB Esquimalt

0103A-1050-1 (Canadian Forces Base Esquimalt Golf Association / RDIMS 1276593)

Dates in Signature Block

Distribution List

**MINUTES OF THE CFB ESQUIMALT GOLF ASSOCIATION
EXECUTIVE MEETING HELD 8 FEBRUARY 2022 BY ZOOM**

MEMBERS PRESENT:

Steve Wist	President (Chair person)
Brian Hammond	Vice President
Tim Christy	Tournament Director
Shawn Creamer	Communications Director
Kim Ford	Regular Membership Director
Peter Rees	Ordinary and Associate Membership Director
Stew Jeffery	Treasurer
Daryl Dagneault	BCGA / Golf Canada Membership Director

MEMBERS ABSENT:

John Smith	Assistant Tournament Director
Brad Alexander	Secretary
James Sutherland	Member at Large

1. This February 2022 Executive Meeting was convened in compliance with NPF Club requirements to review the Associations' monthly operations, administration, and business plan activities.

DISCUSSION	ACTION BY
OPENING REMARKS	
2. <u>Call to Order:</u> The President called the meeting to order at 1704 hours.	Info President
3. <u>Welcome and Agenda:</u> The President welcomed the executive members and presented the agenda items to cover in this meeting. A quick discussion regarding our Constitution and By-Laws ensued regarding the position of Assistant Tournament Director. It is believed that this position was previously added to the Constitution and By-Laws by former President Mohamed Gudal. President to confirm if an updated copy of our Constitution and By-Laws is available, given the one online does not reflect the Assistant Tournament Director position.	

DISCUSSION	ACTION BY
<p>4. <u>Review of Business Plan 2022/2023:</u> The President confirmed members of the executive had a chance to review the Business Plan for the upcoming season. It was noted that our business plan indicates that we purchase memberships at local courses which is no longer accurate. Adjustments will be made to the 2023/24 Business Plan to reflect that our association enters into contracts with local courses to secure preferred pricing for our members.</p> <p>Motion to accept: Daryl Dagneault Seconded: Peter Rees <i>Carried</i></p>	<p>Info</p>
<p>5. <u>Membership Cap:</u> President discussed the possibility of applying caps to our membership numbers. In the follow on discussion, the executive feels there is no requirement at this time to put a cap on our membership as it has been upwards of 700 people in the past and was manageable by the executive members. CFBEGA membership levels will remain status quo IAW our Constitution and By-Laws, which already allows a cap to the Associate and Ordinary members based on an overall percentage. Follow on discussion regarding eligibility for CFBEGA membership took place as there was some concern surrounding organizations such as the Coast Guard and Department of Fisheries and Oceans. President, Membership Directors will take offline to continue discussions with PSP and Base regarding the requirement to extend our membership benefits to organizations outside the normal “Military Community” as this was a point of concern raised by some of the golf courses that offer CFBEGA preferred rates.</p>	<p>President / Membership Directors</p>
<p>6. <u>Course Renewal Status:</u> President informed the executive that updated prices were received from Metchosin Golf and Country Club, which have since been posted online for our membership. In addition, the President informed the executive that there was a meeting scheduled on Thursday 10 February with Highland Pacific staff to open negotiations for CFBEGA to regain the affiliation with Highland Pacific. President was asked to discuss the possibility of holding our Fall Fiasco at Highland Pacific.</p>	<p>Info</p>
<p>7. <u>Review of Previous Minutes:</u> The 2022 January executive meeting minutes were reviewed by the Executive.</p> <p>Motion to accept: Peter Rees Seconded: Kim Ford <i>Carried</i></p>	<p>President</p>

DISCUSSION	ACTION BY
<p>8. <u>Activities and Updates:</u> Peter Rees informed Executive that the new membership applications were completed. He expressed interest to conduct a test of the process using the Executive members to allow for any final adjustments before commencing final membership application on 1 March 22. He informed the Executive that any applications submitted before 1 March would be deleted and not actioned, outside of the testing by the Executive members. Peter asked if the Naden Kiosk would be available for Civilian staff to purchase memberships, President to confirm with PSP staff so CFBEGA can advertise accordingly during the application process.</p>	<p>President All Executive Members</p>
<p>9. <u>Financial Report:</u> Treasurer informed Executive that our current profit as of end November is \$3989.00 and our unencumbered balance remained at \$210,959.00</p> <p style="padding-left: 40px;">Motion to accept: Shawn Creamer Seconded: Brian Hammond <i>Carried</i></p>	<p>Info</p>
<p>10. <u>Tournaments:</u></p> <p>a. <u>Season Opener:</u> Tournament Director informed Executive that the Season Opener was pencilled in with Bear Mountain, Valley Course for 24 March 2022. Pricing, tee-off schedule, food (burger and beer on #10), prizes information to follow on confirmation of booking. If confirmed, registration would open early March.</p> <p>b. <u>Road Trip (9-11 Jun):</u> Nanaimo Golf Course has confirmed they are not able to support us this year. Pheasant Glen is the alternate, with a noon start time on holes #1 and #10. Campbell River Golf Course is confirmed for June 10th and Storey Creek has been confirmed for June 11th.</p> <p>c. <u>666 Tournament:</u> Olympic View has provided a contract for CFBEGA to hold tournament at their golf course. Contract details are being reviewed by the Treasurer and the tournament is tentatively scheduled for 11 July. Number of players is under review with 72 minimum and 96 maximum.</p> <p>d. <u>Club Championship Tournament:</u> Olympic View confirmed for September 9th and Arbutus Ridge confirmed for September 10th. Final details to follow (number of players, costs, food, prizes, etc).</p> <p>e. <u>Fall Fiasco:</u> President was asked to discuss possibility of having this tournament held at Highland Pacific on/about October 7th.</p>	<p>Info</p> <p>Info</p> <p>Info</p> <p>Info</p> <p>President</p>

DISCUSSION	ACTION BY
<p>11. Communication Directors Report: Facebook and web page prices have been updated with Metchosin new prices. Tournament tentative dates have been added to the Tournaments page online.</p>	Info
<p>12. Membership Directors Reports: Current membership status is as follows: Regular: 325 Ordinary: 168 Associate: 82 Total Members: 575 BCGA Members: 217 (active – expiration dates vary)</p>	Info
<p>Daryl informed Executive that the members of the Executive would be registered as staff members which would grant them staff pricing for their BCGA memberships. Additional details forthcoming.</p>	Info
<p>13. Vice Presidents Report: Nothing to report</p>	Info
NEW BUSINESS	
<p>14. Meeting times: President asked if the Executive was good with the currently scheduled time for Executive meetings of 1700 if virtual and 1630 if in person at the Chiefs’ and Petty Officers’ Mess. Executive was good with meeting times. Vote was conducted with members present.</p> <p style="padding-left: 40px;">Motion to accept: Stew Jeffery Seconded: Peter Rees Carried</p>	Info
<p>15. Meeting locations: to remain the same pending COVID posture. Online meetings will continue till posture allows returning to in-person meetings.</p>	Info
<p>16. Gifts for Olympic View and Arbutus Ridge: President asked Executive about the possibility of providing OV and AR with gifts such as a plaque, showing our appreciation for their ongoing support to the CFBEGA. Idea was supported by the Executive and the decision to have the Member at Large look into ideas and costs to bring to future Executive meeting.</p> <p style="padding-left: 40px;">Motion to accept: Brian Hammond NTF 1 Seconded: Kim Ford Carried</p>	Member at Large

DISCUSSION	ACTION BY
17. Logo Golf Ball purchase: Logo'd golf balls had been purchased in the past and given out as prizes during tournaments. Executive supports having a purchase done as it allows advertising to our association. Vice President to source pricing and availability for some "swag" and report back to Executive at future meeting.	Vice President
18. Replies to emails: President impressed upon the Executive to reply to all emails, even with a nil reply to ensure the communications were being received and actioned as needed.	Info
ADJOURNMENT	
19. Meeting adjourned at 1747hrs Motion: Shawn Creamer Seconded: Daryl Dagneault Carried	Info

2022-05-31

X Brad Alexander

Brad Alexander
Recording Secretary
Signed by: ALEXANDER, BRADLEY 915

2022-05-31

2022-06-09

X Steve Wist

Steve Wist
CFB EGA President
Signed by: WIST, STEVEN 962

X Laurel Koslowski

Laurel Koslowski
Manager, Comm Rec
Signed by: KOSLOWSKI, LAUREL @B3K

X

Sue Bergeron
SUE BERGERON
DRAM (W) - CFMWS
3-4183

15JUN22

Sue Bergeron
NPF Accounting Manager

X

Heather Catte

15 June 22

Heather Catte
Snr Mgr, PSP

[NTF 1: Para 16](#)

Distribution List

Action

CFB EGA Executive

Gifts cannot be purchased from NPP Funds for courses, it is an unauthorized use of NPP money. Alienation of NPP funds includes: gifts and donations of NPP to individuals, groups, organizations, companies, corp, registered charities and Crown entities.

Info

Manager, Community Recreation

NPF Accounting Manager

Senior Manager, PSP

CFB EGA Membership