

0103A-5590-1 (Canadian Forces Base Esquimalt Golf Association RDIMS 1345627)

Dates as listed in Signature Block

Distribution List

MINUTES OF THE CFB ESQUIMALT GOLF
ASSOCIATION ANNUAL GENERAL MEETING
HELD 06 DEC 2022 AT WARDROOM LOWER LOUNGE

EXECUTIVE PRESENT:

Steve Wist	President
Brian Hammond	Vice President
Stewart Jeffery	Treasurer
Brad Alexander	Secretary
Tim Christy	Tournament Director
Shawn Creamer	Communications Director
Kim Ford	Regular Membership Director
Peter Rees	Ordinary and Associate Membership Director
Daryl Dagneault	BCGA/Golf Canada Membership Director
James Sutherland	Member at Large
Laurel Koslowski	PSP Representative

EXECUTIVE ABSENT:

John Smith	Assistant Tournament Director
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MEMBERS PRESENT:

Brad Klein	Heng Phosy
GJ Droszic	Yvon Giroux
Armand Reelick	James Coyle
Terry Wolfe	Phil Devonshire
Kirk Mellor	Sharron Larusson
Keith Larusson	Yongsoo Byeon
Brett Conarro	Carl Girard

1. This Annual General Meeting (AGM) was convened in compliance with NPF Club requirements to review the Club's annual operations, administration and business plan activities. In addition, the AGM is an opportunity to vote in new Executive members, changes to the Constitution and By-Laws and for Executive Members to provide annual reports to the Association. Total paid membership is 459, to achieve a quorum, 5% was required. With 25 members present, a quorum was achieved.

DISCUSSION	ACTION BY
OPENING REMARKS	
<p>2. <u>Call To Order:</u> The President called the meeting to order at 1711 hours.</p>	Info
<p>3. <u>Welcome and Agenda:</u> The President welcomed the executive and members and presented agenda items to cover in this meeting. The attending members were asked to sign-in on the attendance sheets.</p>	
<p>4. The President introduced the current executive members:</p> <ul style="list-style-type: none"> • President – CPO1 Steve Wist • Vice-President – Mr. Brian Hammond • Secretary – Mr. Brad Alexander • Treasurer – Mr. Stew Jeffery • Tournament Director – Mr. Tim Christy • Assistant Tournament Director – Mr. John Smith • Communications Director – Mr. Shawn Creamer • Regular Membership Director – Mr. Kim Ford • Ordinary & Associate Membership Director – Mr. Peter Rees • Golf Canada/BCGA Membership Director – Mr. Daryl Dagneault • Member At Large – CPO2 James Sutherland • PSP Representative – Laurel Koslowski 	Info
<p>5. <u>Review of Previous Minutes:</u> The 2022 AGM minutes were reviewed with the membership.</p> <p style="text-align: right;">Motion to accept: Terry Wolfe Seconded: Shawn Creamer <i>Carried</i></p>	Info
EXECUTIVE COMMITTEE MEMBER’S REPORTS	
<p>6. <u>PRESIDENT:</u> The President gave a brief summary of the present situation for the club as a whole. COVID-19 has had less of an impact on this year's Business Plan. The state of our Association continues to be very healthy financially and in participation levels. Membership dipped from 550 to 459 paid members. The club held 4 tournaments and one road trip this year.</p> <ul style="list-style-type: none"> • Season Opening Tournament - Cowichan • Road Trip - Pheasant Glen, Campbell River, Storey Creek • 2 Person (666) Best Ball Tournament - Olympic View • Championship Tournament - Olympic View/Arbutus Ridge • Fall Fiasco Tournament - Highland Pacific 	Info

DISCUSSION	ACTION BY
<p>7. <u>COURSES:</u></p> <ul style="list-style-type: none"> • Arbutus Ridge – contract negotiations held 7 Oct 2022. • Bear Mountain – November trial period, discussions ongoing. • Cedar Hill – lost due to new management company. • Cordova Bay – still providing 50% discounts on their Players Club fees. • Cowichan – still providing discounted rates per website. • Gorge Vale – not accepting CFBEGA at this time due to eligibility list. • Highland Pacific – engaged in conversation, Club Pro bringing some ideas to their board for consideration. Currently offering discounted pricing for HP Club membership. • March Meadows – still providing discounted rates per website. • Metchosin – updated pricing online through CFBEGA webpage. • Olympic View – contract negotiations held 17 Nov 2022. 	<p>Info</p>
<p>8. <u>VICE PRESIDENT:</u></p> <p>Disciplinary Incidents:</p> <ul style="list-style-type: none"> • An associate member was banned for life and a review of the sponsor also took place. • After an appeal by the Ordinary Member, the Base Commander set a 2 year probation to 2025 of no sponsorship of any associates. The member is allowed to participate in all club events. This was a reduction of what the executive had proposed. 	<p>Info</p>
<p>9. <u>MEMBERSHIP DIRECTORS:</u></p> <ul style="list-style-type: none"> • Membership for the year is at 459 paid. • Regular Members 256 paid • Ordinary Members 133 • Associates Members 70 • Golf Canada Membership Director - Total 185, Senior Men 39, Senior Women 3, Men 118, Women 11, Staff 11 	<p>Info</p>
<p>10. <u>TREASURER – FINANCIAL REPORT:</u></p> <p>2022 Balance sheet as of 31 October 2022 available on request.</p>	<p>Info</p>

DISCUSSION	ACTION BY
<p>11. <u>COMMUNICATION DIRECTOR:</u></p> <ul style="list-style-type: none"> • Website address, www.cfbega.ca • Facebook Page CFBEGA, reviewed each year and if membership is not renewed you will be removed from this private group. • Considering using an email program to do mass emails (more than 500 in one send). This will be some work to setup but will be a great way to reach all members to get the information out. • Currently looking at Mailchimp.com it is more of a marketing service that provides the ability to send out mass emails. It is \$17.67 a month. 	<p>Info</p>
<p>12. <u>TOURNAMENT DIRECTOR:</u></p> <ul style="list-style-type: none"> • Season Opening Tournament - Discussions ongoing with Bear Mountain to host – TBC. • Road Trip - Investigating off island options. • 2 Person (666) Best Ball Tournament - Olympic View confirmed 14 July 2023. This is set at 96 players. • Championship Tournament - Arbutus Ridge is confirmed 15 September 2023 and Olympic View is confirmed 16 September 2023. This is set at 96 players. • Fall Fiasco Tournament - Discussions ongoing with Highland Pacific to host – TBC. This will be set at 72 players. 	<p>Info</p>
<ul style="list-style-type: none"> • <u>DISCUSSION:</u> A show of hands supported leaving the island this year for the Road Trip. 	<p>Info</p>
<p>13. <u>SECRETARY:</u></p> <ul style="list-style-type: none"> • No report 	<p>Info</p>
<p>14. <u>MEMBER AT LARGE:</u></p> <ul style="list-style-type: none"> • No Report 	<p>Info</p>
<p>15. Motion to accept Executive Reports</p> <p style="text-align: right;">Motion: Kim Ford Seconded: James Sutherland <i>Carried</i></p>	

DISCUSSION	ACTION BY
NEW BUSINESS	
<p>16. <u>Elections:</u> All serving members were re-elected by acclamation</p> <ul style="list-style-type: none"> • President – CPO1 Steve Wist • Vice-President – Brian Hammond • Secretary – Brad Alexander • Treasurer – Stew Jeffery • Tournament Director – Tim Christy • Assistant Tournament Director – John Smith • Communications Director – Shawn Creamer • Regular Membership Director – Kim Ford • Ordinary & Associate Membership Director – Peter Rees • Golf Canada/BCGA Membership Director – Daryl Dagneault • Member At Large – CPO2 James Sutherland <p style="text-align: right;">Motion: Shawn Creamer Seconded: Hang Phosy <i>Carried</i></p>	Info
<p>17. <u>Constitution and Bylaw Amendments:</u> Proposed Constitution and Bylaw amendments posted online for member review 1 November 2022 and Annex B and Annex C.</p> <p>Motion to accept amendments as presented:</p> <p style="text-align: right;">Motion: Kim Ford Seconded: James Sutherland <i>Carried</i></p>	Info
<p>18. <u>Contracts 2023-2024:</u></p> <p>a) Olympic View Contract Updates:</p> <ul style="list-style-type: none"> • Negotiated 17 Nov 2022. Rates from 2022 contract were as follows (not including GST): <ul style="list-style-type: none"> ○ January 1, 2022 – March 31, 2022: \$40 ○ April 1, 2022 – October 31, 2022: \$50 ○ November 1, 2022 – December 31, 2022: \$40 • Rates for 2023 contract are as follows (not including GST): <ul style="list-style-type: none"> ○ January 1, 2023 – March 31, 2023: \$40 ○ April 1, 2023 – October 31, 2023: \$60 (increase \$10) ○ November 1, 2023 – December 31, 2023: \$40 • CFBEGA commits to spend \$60,000.00 as part of the contract Small bucket of range balls will still be included in price 	Info

DISCUSSION	ACTION BY
<p>b) Arbutus Ridge Contract Updates:</p> <ul style="list-style-type: none"> • Negotiated 7 Oct 2022. Rates from 2022 contract were as follows (includes GST): <ul style="list-style-type: none"> ○ January 1, 2022 – March 17, 2022: \$18 ○ March 18, 2022 – October 30, 2022: \$38 ○ October 31, 2022 – December 31, 2022: \$23 • Rates for 2023 contract are as follows (includes GST): <ul style="list-style-type: none"> ○ January 1, 2023 – March 16, 2023: \$23 (increase \$5) ○ March 17, 2023 – October 29, 2023: \$40 (increase \$2) ○ October 30, 2023 – December 31, 2023: \$25 (increase \$2) • CFBEGA commits to spend \$10,000.00 as part of the contract. Range Balls are not included <p style="text-align: right;">Motion to accept contracts: Armand Reelick Secounded: Yong Soo Byeon <i>Carried</i></p>	Info
<p>19. <u>Budget Proposal 2023/2024:</u> The 2023/2024 budget proposal was presented at Annex A.</p> <ul style="list-style-type: none"> • A motion to amend the budget up to \$45,000.00 for the Road Trip was put forward. <p style="text-align: right;">Motion: Kim Ford Secounded: Daryl Dagneault <i>Carried</i></p> • Motion to accept the budget as read with amendment: Total Rev: \$171,980 / Total Exp: \$205,097 / Total NL: -\$33,117 <p style="text-align: right;">Motion: Kirk Mellor Secounded: Daryl Dagneault <i>Carried</i></p> 	Info
<p>20. <u>OPEN FORUM / QUESTIONS:</u></p> <ul style="list-style-type: none"> • Cedar Hill and Bear Mountain are out on being affiliated with the club. • Tournament sign up will continue to take place at CPAC. • Website to be updated more and most think the emailing of info will be very effective once in place. 	Info

DISCUSSION	ACTION BY
21. <u>ADJOURNMENT:</u> <ul style="list-style-type: none"> Motion to adjourn meeting at 18:05. <p style="text-align: right;">Motion: Kim Ford Seconded: Stew Jeffrey <i>Carried.</i></p>	Info
22. <u>NEXT MEETINGS:</u> <ul style="list-style-type: none"> Executive Members: Tuesday 10th January 2023. Annual General Meeting 2023: Tuesday 5th December 2023. 	Info

2023-02-20

2023-02-20

X Steve J. Wist

Steve Wist
President
Signed by: WIST, STEVEN 962

X Laurel Koslowski

Laurel Koslowski
Acting Manager, Community Recreation
Signed by: KOSLOWSKI, LAUREL @B3K

X

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

25MAY23

X

Sue Bergeron
NPF Accounting Manager

~~Heather Catte~~
~~Senior Manager PSP~~

Alyssa Jesson
A/Snr Manager

Recommended/Not Recommended

Approved/Not Approved

X

Cdr Dan Saunders
Base Administration Officer

X

~~Capt(N) Jeff Hutchinson~~
Base Commander

Kevin Whiteside -
BComd A/O 4 July
2023

Annexes:

Annex A: 2023/2024 CFB Esq Golf Association Budget (RDIMS 1345626)

Annex B: Proposed CFBEGA Bylaw and Constitution Updates (RDIMS 1345624)

Annex C: 2023 CFB EGA Bylaws and Constitution (RDIMS 1345625)

Distribution List (page 8)

Distribution List

Action

CFBEGA Executive
Manager, Community Recreation
NPF Accounting Manager
Senior Manager, PSP
Base Commander

Info

CFBEGA Members