

MEETING MINUTES
Smithers Golf and Country Club

Monday, January 30, 2018 7:00PM-9:00PM
Smithers Golf and Country Club, Smithers, BC

Attendees:

Chair: Malcom MacMillan, President, Board of Directors, Smithers Golf and Country Club (SGCC)

Minutes: Janice Himech, Treasurer SGCC

Executive Attendees:

John Howard, Past President

Janice Himech, Treasurer

Jill Stuckleberger, Ladies Club Capitan

~~Malcolm MacMillan, Vice President~~

George Veenstra, Director

Ciril Habjan, Director

Tom Pendray, Director

Andre Fuellbrandt, Director

Executive Regrets:

Bob Shiach, Men's Club Capitan

Genevieve Paterson, Secretary

Ian Smith, Director

Call to order 7:05 PM

Special Meeting to discuss hiring of Anouk Guelidi Club Pro/Club House Manager

1. Review Employment Agreement details.

- ! Malcolm reviewed key aspects of the Employment Agreement: Pay and Benefits, Hours of Work, Annual Leave, Performance Review Schedule, Professional Conduct and Termination Without Cause. Discussion followed. Everyone agreed that it will be critical for the Board and Members to fully support her in every way possible. In simple terms, her success is our success. We also talked about the need to lead by example in ensuring a high standard of workplace conduct.

Action: Malcolm will send out a signed Employment Agreement to everyone for their Governance Binders.

Action: Andre will prepare an email to all members introducing and welcoming Anouk.

2. Draft Finance Committee Terms of Reference.

- ! Janice reviewed the draft ToR. Discussion followed. One minor change was made.

George Veenstra: Motion to accept Finance Committee ToR as amended. 2nd by John Howard. Unanimous vote.

Janice Himech: Motion to nominate Mark Bandstra and Kelly Jones for three year terms on the Finance Committee, and Club Bookkeeper (with no specific term). 2nd by George Veenstra. Unanimous vote.

John Howard has forwarded a draft Marketing Committee ToR to the Board for Review and Comment. He will finalize it for presentation at February 19th Board Meeting.

Discussion followed regarding the need to ensure that the Marketing Committee and the Fee Structure Committees communicate to ensure duplication is avoided.

Action: Our [AGM Extraordinary General Meeting](#) is scheduled for Monday, March 26, 2018 7:00 p.m. Notices will need to be advertised as per our By Laws.

Action: Our final Board meeting prior to the AGM is scheduled for March 19, 2018 7:00 p.m. This is when the draft Budget will be presented to the Board for approval. Therefore, the new Fee Structure and any new marketing strategies must be approved by the Board prior to that meeting.

3. Meeting Wrap-up and Next Board Meeting Date

Next Meeting date: February 19, 2018. Starting at 6:00 with a 'Meet and Greet' for Anouk. Regular Board business will begin at 7:00 p.m. Geraldine and Steve will be invited to attend the 'Meet and Greet'.

Meeting Adjourned: 9:05 PM