

**GNL  
BOARD MEETING  
Minutes  
December 10<sup>th</sup>, 2013**

**In Attendance via Conference Call**

Marcheta Gallant – President – Via Conference Call  
Steve Wedgwood - Vic-President  
Adam Stanley – Secretary  
Jim Sloan – Rules Director  
Sandra Sparrow – Course Rating/Handicap Director  
Paul Kelly – Market Director  
Jamie Moran – Junior Director  
Jan Peters – Competitions Director  
Marc Altese - Superintendant’s Director  
Greg Hillier - Executive Director

**Absent**        Mike Browne – Membership Director

**Call to Order**

The meeting was called to order by President, Marcheta Gallant at 5:16 P.M.

**Agenda**

*With the addition of “Signing Officers” under New Business, it was moved by Jan Peters and seconded by Steve Wedgwood to adopt the agenda as amended.*

**Carried**

**Minutes**

*With the correct spelling from “Tory” to Troy” under Meeting with Sport NL on the second page, it was moved by Sandra Sparrow and seconded by Paul Kelly to adopt the minutes of the October 29<sup>th</sup>, 2013 GNL Board Meeting as presented.*

**Carried**

**Business Arising From the Minutes**

a) 2013 – 2014 Budget Submissions

The Executive Director reported that he would like to have each Director submit an itemized budget by 17<sup>th</sup>, 2014. This will enable time to consolidate all components of the budget and present the document at the Board Orientation/Planning session later in the month or February. It was noted that the budget will form the framework for the activities of the organization in the coming year.

b) National Rules Seminar

The Executive Director reported that GNL has been successful in securing the hosting of a National Level IV Rules Seminar. He referred to a press release and noted that the event would be held at Bally Haly Country Club from May 1<sup>st</sup> to 4<sup>th</sup> with Super 8 St. John's the host accommodator. Golf Canada is presently working with both venues to secure pricing and confirmation. Sandra noted that in the press release the e-mail address for GNL was incorrect.

c) Annual Meeting Review

The Board discussed the overall itinerary and format of the last Annual Meeting and workshops. It was the consensus of the Board that this type of format is sufficient and that GNL should continue to provide workshops that are relevant during that weekend in conjunction with the Annual Business Meeting and Hall of Fame /Awards Dinner.

d) Sport NL – Golf Canada Nominations

The Executive Director reported that GNL has submitted Bruce Watson for Golf Canada's Volunteer of the Year Award again this year. It was noted that Sport NL is now accepting nominations for their Awards program and the deadline is January 17<sup>th</sup>. The Executive Director will be submitting nominations from the winners of the 2013 GNL Awards program

### **Correspondence**

The Executive Director reviewed in detail a number of pieces of correspondence that was received over the course of the last month, including a Notice from Golf Canada RE: Annual General Meeting, a notice from CRA RE: GST Rebate Re-Assessment, a letter from Hon Gerry Byrne RE: Summer Student program application deadline and a letter from the auditor regarding the annual audit.

The Board discussed each piece of correspondence in detail and items will be actioned as required.

### **Committee Reports**

a) Treasurer

The Executive Director reported that GNL has received a number of outstanding accounts receivables and has dealt with a number of accounts payable. The only major outstanding account from 2013 is the membership dues with Golf Canada. It was noted that for the past six or seven years GNL has been a year or more behind in paying these fees. It is anticipated that with the implementation of the new membership fee model these fees will be paid in a timely manner.

Presently GNL has received membership dues from eight (8) courses and during the next few weeks the focus will, be on contacting the courses to process their membership fees, address any outstanding accounts from 2013 and dealing with the HST rebate from Revenue Canada. Presently all of the accounts have been paid and GNL has a bank balance of approximately \$12,000.00

b). Rules Director

The Rules Director, Jim Sloan, reported that the weekly rules sessions at Bally Haly began on Monday November 18<sup>th</sup> and will continue throughout the winter. At the conclusion of the sessions there will be a weekend rules seminar that will include a Level III certification exam. Presently there are twenty (20) individuals involved in the sessions with a number of new participates. The Director was also pleased to note that GNL has secured the hosting of a National Level IV Rules Seminar for the spring of 2014 as noted previously in the minutes.

c) Course Rating/Handicap Director

The Course Rating/Handicap Director, Sandra Sparrow reported that the budget for the course rating has been submitted and at this point there is nothing further to report.

d) Junior Director

The Junior Director, Jamie Moran, referred to the minutes of the last Junior Committee meeting and noted that over the next few months the committee will be focusing on the development of the Long Term Player Development program, as well as, planning for the Provincial Junior Development Camp that will take place at The View Golf Resort from May 17<sup>th</sup> to 19<sup>th</sup>, 2014.

It was noted that while The View does not have a driving range discussions have been held with the course management and GNL will have full, access to the facilities over the weekend. There has been some discussion regarding the implementation of the Junior Development team Program and presently the committee is developing the criteria and it is anticipated that approximately twenty (20) players will be involved in the program beginning in 2014. The next meeting of the committee is scheduled for Tuesday January 14<sup>th</sup>.

e) Competitions Director

The Competitions Director, Jan Peters, reported that the committee has been working on a number of initiatives including the development and circulation of a survey to obtain information from players on what they would like to see incorporated into the provincial championships. An application (attached) has been submitted to Golf Canada for charitable status and this will allow GNL to provide receipts to corporations and individuals for tax purposes. It was noted that this application is presently under review by CRA but there appears

to be no issue. It is hoped that the application will be approved by January 1<sup>st</sup>. The next meeting of the committee is scheduled for Wednesday January 22<sup>nd</sup>.

f) President's Report/Provincial Council

The President, Marcheta Gallant reported that Golf Canada will be holding their Annual Meetings from February 6<sup>th</sup> to 9<sup>th</sup> in London, Ontario. It was noted that she will be attending a Provincial Council meeting in conjunction with this event. There was no further business to report.

g) Hall of Fame

The Vice-President, Steve Wedgwood reported that he has held an orientation meeting with the Executive Director and was provided with a copy of the current Hall of Fame & Awards policy, guidelines and application. It was noted that in the coming months the Executive Committee will be meeting to review the document and address a number of issues including ways to increase nominations and the potential addition of categories to the Awards portion of the program. It is anticipated that a meeting will be held in February.

The Executive Director reported that he has met with representatives of Bally Haly Country Club regarding access to space to house GNL Hall of Fame material. Bally Haly is presently developing a space and further discussions will take place in the coming month.

h) Archives

The Secretary Executive Director reported that he has received contact information for Charles R. Cooke Jr. and will be contacting him in the next while to determine if GNL can gain access to his father's files. The President noted that she has tried to contact Una Cooke on a number of occasions but has not received a response. The Director requested the contact information for Helena Bragg as she is presently handling the documentation for the Archives.

I) Superintendents Director

The Superintendent's Director stated that while he is willing to participate on the Board he would like to know his role. The Executive Director will plan a meeting with the Director to outline his role and provide an orientation.

j) Membership Committee

Due to the fact that the Membership Director, Mike Browne was not available for personal reasons, the Executive Director noted that plans are underway to create this committee and it is anticipated that an initial meeting will be held in mid February to begin the process of identifying programs, services and direct benefits for the individual golfer across the province.

j) Marketing

The Marketing Director, Paul Kelly reported that the committee has held a number of meetings and as per the minutes of the last meeting a number of initiatives have been identified for implementation in 2014. The Executive Director will be creating the budget for marketing and the next meeting of the committee is scheduled for Thursday January 16<sup>th</sup>.

k) Executive Director

The Executive Director reported that he attended the annual meeting of the national Player development Committee in Oakville and there are a number of major changes coming to the Future Links program that will be very beneficial to the membership. Reference was made to the agenda for the meeting and it was noted that this committee meets on a quarterly basis via conference call.

Reference was made to the Provincial Executive Directors meetings at the IAGA conference and it was noted that Golf Canada provided an overview of the meetings in Charlottetown and the development and implementation process of the two priorities that were identified. The Executive Director noted that he will be holding a conference call with representatives of Golf Canada in the next few days to review the material.

The Executive Director noted that he is in the process of developing plans for the implementation of the Golf in Schools and Future Links programs for 2014 and these will be presented and reviewed at the planning session in January.

**New Business**

a. Vacant Board Position

The President noted that GNL has one vacant position on the Board which is that of Treasurer. Members of the Board were asked to submit any individual(s) that might be interested in the position to the Executive Director. The Executive Director would then contact the individual outline the roles and responsibilities and determine if that person is interested in seating on the Board. If an individual expresses an interest then the name will be tabled at the next Board meeting for ratification and appointment.

b. Board Retreat/Orientation Program

The President reported that it would be a good idea to hold a weekend Board planning/orientation session to address a number of major topics including the review and finalization of the budget, identify priorities for the coming year and hold a Board meeting. After a detailed discussion on the concept the Board agreed to hold a one day session that would be held on Saturday

January 25<sup>th</sup>. The Executive Director will develop the itinerary for the session and circulate to the Board for review and approval prior to the meeting.

c. 2014 Board Meeting Schedule

The Board discussed the upcoming schedule for Board meetings for the next year and it was the consensus of the members that with the exception of January, Board meetings will be held on the third Wednesday of each month beginning at 5:00 P.M. and includes supper. The Executive Director will contact Bally Haly to confirm the conference room and develop a schedule for circulation to the Board.

d. 2014 Schedule of Activities-Dates – Action Items

The Executive Director noted that he has included a copy of a number of documents in the package including a list of key dates and activities, host of imperative action items and the Board contact list. These documents will form part of the planning session on January 25<sup>th</sup> and is there for information purposes at this time.

e. Signing Officers

After a detailed discussion on the appointment of signing officers for the organization, the following standing motion was made:

*It was moved by Adam Stanley and seconded by Steve Wedgwood that the signing officers of Golf Newfoundland Labrador Inc. would include the President, Vice-President, Secretary, Treasurer and Executive Director. Furthermore each legal document including cheques will have to be signed by any two (2) of the five (5) individuals to be legal.*

*Carried*

**Review Action Items**

The list of action items was reviewed by the President noted that items were being addressed in a timely manner.

**Next Meeting**

The next meeting of the Board will be held on Saturday January 25<sup>th</sup>, 2014 beginning at 8:30 A.M. in the conference room at Bally Haly Country Club.

**Adjournment**

*The meeting adjourned at 6: 31 P.M. on a motion by Marcheta Gallant*

## Action Items Board

1. Minutes/Priorities from Board Meeting
2. Budget Submissions by January 17th
3. Change e-mail address to [golf@hnl.ca](mailto:golf@hnl.ca) not “[golf@hnml.ca](mailto:golf@hnml.ca)”
4. Complete Sport NL Awards Nomination – January 17<sup>th</sup>
5. Attend Golf Canada AGM – ED & President
6. Discussions with CRA RE: Rebate
7. Apply for three (3) Summer Students
8. Submit names for vacant Treasurer's position
9. Plan Hall of Fame executive Meeting for February
10. Bally Haly space for Provincial Hall of Fame
11. Provide Helena Bragg contact information to Secretary
12. Meeting with Superintendants Director
13. Plan Membership Committee meeting for February
14. Develop GIS/FL Implementation Plan for 2014
15. Meeting Golf Canada RE: Marketing/Membership Strategies
16. Board Planning Session i.e. Book facility, itinerary etc January 25<sup>th</sup>
17. Develop Board meeting schedule for 2014
18. Coordinate signing officers at the Bank of Montreal
19. Contact Trevor at Golf Town for Meeting
20. Purchase Capital Equipment
21. Contact Bill RE: LTAD
22. Contact Club RE: Membership Pilot Project
23. Secure Sponsorship Program
24. School Sport Application
25. LTAD Plan