



EMERITUS GOLF

Board of Directors Meeting

Minutes

Thursday, February 18, 2021

11:00 to 14:00

Kemptville, Ontario

Board Members	Title	Present / Absent
Bruce Phillips	Executive Director	Yes
Daniel Archambault	Treasurer	Yes - virtual
Duncan Phillips	Secretary	Absent
Tom Martineau	Director	Yes - virtual
Riad Byne	Director	Absent
Troy Killingbeck	Director	Absent
Lise Préfontaine	Scribe	Yes

Meeting Start time: 11:00 am

Agenda Items	Discussion	Responsible	Time
1 Call to order		Bruce	1 mins
2 Roll call	done	Bruce	2 mins
3 Approval of minutes from last BoD – January 7, 2021		Bruce	5 mins
<p>Review of documentation process for agenda and minutes of meetings Minutes approved – motion approved by Bruce and Dan All in favour – yes</p>			
Open issues			
4 Executive Director update	Update	Bruce	5 mins
<p>Duncan is ill as well as Troy on leave of absence. Riad did not RSVP to the meeting. Dan completed 2020 financial report Ryan Little has resigned as a Board of Director He will continue to assist Emeritus and volunteer on the Tournament Committee VAC Veteran & Family Wellbeing Fund application completed and submitted Corporations Canada annual filing obligation was done</p>			



5	Financial Report	Update	Dan	5 mins
<p>Fixed Quickbooks to reflect accurate entries The financial report presented today is for information only. Refer to the report for details. Financial report approved – motion approved by Bruce and Dan All in favour – yes</p>				
6	Duties of the Officers and Directors	Discuss draft document	Duncan	20 mins
<p>Everyone signed except Riad and Troy Bruce will follow up</p>				
7	Fundraising Plan/Sponsorship	Discuss proposal	Dan	20 mins
<p>In kind services limit our expansion. Need cash donations.</p> <p>Fundscrip plan: 4 contributors brought in \$150 in 1 month. Need to increase this participation. Need to have target goals. More marketing!</p> <p>Dan to organize a best ball tournament at Champlain in Aylmer. Have a strategy to get donations and make money on this. Target is to get 100 people and not all EG members but regular public to bring in outside money.</p> <p>Solicit “Title” sponsor for tournaments, contractual obligation up front Solicit corporations for free gift cards – go to local businesses Dan to write a letter to solicit companies for sponsorship – tiered approach</p> <p>Approve terms of reference for the fundraising committee. motion approved by Bruce and Tom All in favour – yes</p>				
8	Tournament Design	update	Tom	10 mins
<p>Tom is working on details. Categories and trophies</p>				
9	Tournament Committee	update	Tom	20 mins
<p>Approve terms of reference for the Tournament Committee. motion approved by Dan and Tom All in favour – yes</p>				



Break - 20 minutes				
10	Order of Merit	update	Tom	20 mins
11	Championship Tournament Woodington Lakes	update	Tom	10 mins
Tom working on it				
12	Membership Manual	update	Bruce	10 mins
It has been read. Not discussing it. Moving on.				
New issues				
13	Invoice Golf Genius	Need approval	Dan	5 mins
<p>Approval of invoice for Club Link fees for Golf Genius 2020 - \$671.62 motion approved by Dan and Tom All in favour – yes Dan will write up a contract for 2021 as it was a surprise that we were billed with no contract and not have any surprises for 2021.</p>				
Close of meeting				
14	Set next meeting date		Bruce	2 mins
Next meeting date: Monday, March 29, 2021 11:00-14:00				
15	Closing remarks/ adjournment		Bruce	2 mins
Most of the next meeting will be Tom's subjects and one section for Dan.				

Meeting end time: 12:20 pm

Meeting minutes approved by the CEO on February 18, 2021