

Outlook Riverview Golf Club
Annual General Meeting Agenda
January 11th, 2021 @ 7:00pm
Royal Canadian Legion, Outlook Branch

1. Call to Order
2. Adoption of Agenda
3. Minutes from 2019 AGM
 - Adoption of minutes
 - Business arising from previous AGM minutes
4. Financial Report
 - 2020 YTD statements
 - 2021 Budget
 - Motion to have Ken Morrow prepare a year end financial review for the golf course
5. Managers Reports for the 2020 season
 - Clubhouse Manager – Hannah Taylor
 - Course Manager – Jordan Karpinnen
6. 2021 Events & Tournament Schedule
7. Old Business
8. Board Member nominations and elections (if required)
 - Current Board members with terms up for re-election: Mario Chabot, Blake Taylor, Aaron Gross and Dalas King. All have agreed to let their names stand for another term.
9. New Business
 - Hiring of new clubhouse manager for the 2021 season progress update.
10. Adjournment

Outlook Riverview Golf Club Annual General Meeting December 3, 2019 7:00 pm

In attendance: Board: Mario Chabot, Shane Sayers, Maury Ziegler, Blake Taylor, Aaron Gross, Ken Morrow and Tori Anholt
Members: Norma Duke, Jim Currie, Laurie Burnett, Kevin Harcourt, Ed Firerichs, Sandra Derdall, Brian Kimble, Kelly Hogan, Barb Johnston, Denny Johnston, Matt Bang, Wendy Ball, Glenn Annand
Chairman Mario Chabot called the meeting to order at 7:05 pm.

1. Motion to adopt the agenda Aaron Gross and Glen Annand – carried.

2. Motion to accept the 2018 AGM minutes as presented. Ken Morrow and Blake Taylor – carried.

3. Business arising from the minutes – none.

4. The financial 2019 year to date statement was reviewed by the board. Glen asked about the lack of tournament line from previous years. Hannah answered with how the new program separates the tournament revenue and expense so there is no need to have that line anymore. It was noted that the cart paths were not one due to other expenses that arose such as the pump breaking down. Cart paths are no slotted for the 2020 season. Ken Morrow mentioned how the current board would like to have a reserve of \$100 000.00 set aside for a just in case situation arose. This money would not be allowed to be spent unless members voted on a proposal. This would be a change in the bylaws and the members would need to have a vote on this bylaw change and will happen in the spring/summer. Motion to get an annual review done by Rosetown Accounting. Glen Annand, Wendy Ball – carried. Motion to adopt the 2020 budget as circulated. Brian Kimble and Sandra Derdall – carried.

5. Clubhouse manager report as circulated. Course Manager report as circulated. It was asked how the increasing town water rates would affect the golf course. Options were suggested like drilling our own well. The board is well aware of the increase in water rates and although the town is not currently looking at us to pay, we will be metered in the 2020 season. We as a board need to know what we are up against as far as a water bill before we make any big decision. We have extended contracts with both Hannah and Jordan for 3 years vs the just 1 year.

6. 2020 event schedule was presented by Maury. Motion to accept the 2020 event schedule. Wendy Ball and Matt Bang – carried.

7. Old Business: none.

8. Mario stated that the terms were up for the following board members: Maury Zielger, Tori Anholt, Elaine Nadeau, Shane Sayers and Ken Morrow. Ken Morrow chose to step down. Elaine Nadeau needs to remain on the board due to the legal issues that are still pending from previous years. Maury, Tori and Shane will let their names stand. Maury Ziegler nominated Tori Anholt (present). Blake Taylor nominated Maury Ziegler (present). Aaron Gross nominated Shane Sayers (present). Maury Zielger nominated Melanie Harris (not present). Mario says she will let her name stand. Tori Anholt nominated Wendy Ball (present). Motion to close nominations by Glen Annand. Barb Johnston. - carried. Election is held. Spots are claimed by Shane Sayers, Maury Ziegler, Tori Anholt and Melanie Harris.

9. New business: Do we need to address drainage issues? Is a driving range a possibility? Or even a warm up net installed? Could a cart shed be considered especially for electric carts? Pancake hill was mentioned as a spot if the park would strike a deal with the course. It was mentioned that our bank fees are quite high and Wendy Ball said that there are cheaper options available and would get together a package for us to look over.

10. Blake Taylor motions to adjourn the meeting, Aaron Gross 2nds.

Meeting adjourned at 8:08 pm

Outlook Riverview Golf Club Inc.
Comparative Financial Comparatives and 2020 & 2021 Budgets

| Revenue | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Actual | 2020 Budget | 2021 Budget |
|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Memberships | 76,240.16 | 80,557.16 | 91,747.65 | 93,983.33 | 90000 | 94000 |
| Lessons | | 4,131.50 | 3,480.00 | 250.00 | 3500 | 3500 |
| Green Fees | 78,496.87 | 72,879.00 | 77,954.47 | 97,091.97 | 75000 | 85000 |
| Compound Fees | 6,080.85 | 6,832.66 | 7,166.65 | 8,108.40 | 7000 | 9500 |
| Rentals | 1,862.31 | 1,953.99 | 2,396.98 | 2,111.21 | 2200 | 2200 |
| Powercarts | 32,031.60 | 40,693.80 | 43,854.50 | 58,018.55 | 43000 | 50000 |
| Lockers | 788.20 | 972.86 | 1,058.44 | 900.80 | 1000 | 1000 |
| Tournaments | 1,889.70 | 18,315.14 | - | | 0 | 0 |
| League Income | | 105.46 | 155.00 | | 200 | 200 |
| Liquor Sales | 52,241.46 | 49,713.81 | 51,143.46 | 63,508.78 | 52000 | 57000 |
| Food & Concessions | 26,669.05 | 31,254.25 | 30,694.86 | 25,407.86 | 30000 | 30000 |
| Merchandise | 34,290.15 | 24,863.43 | 24,534.06 | 25,274.22 | 24000 | 25000 |
| Interest | 591.46 | 1,079.82 | 1,654.43 | 1,194.79 | 1500 | 1500 |
| Bottle Returns | 662.85 | 823.20 | 877.50 | 1,150.95 | 800 | 1000 |
| Advertising | 10,809.52 | 12,769.02 | 11,945.21 | 11,945.21 | 12000 | 12000 |
| Miscellaneous | 186.51 | 10,578.51 | 267.08 | 2,865.88 | 300 | 300 |
| 10% Wage Subsidy | | | | 4,335.75 | | |
| CEWS | | | | 7,480.68 | | |
| Grants & Donations | | | | 5,869.53 | | |
| Sale of Assets | | | | 29,761.00 | | |
| Total | 322,840.69 | 357,523.61 | 348,930.29 | 439258.91 | 342500 | 372200 |

Expenses

| | | | | | | |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|----------------|
| Salaries/Wages | 136,010.89 | 123,583.59 | 145,495.10 | 144,289.96 | 153414 | 161565 |
| Office Supplies | 1,525.31 | 1,003.98 | 1,422.83 | 1,251.29 | 1500 | 1500 |
| Clubhouse Maintenance | 8,947.93 | 8,963.66 | 4,316.45 | 7,963.41 | 4000 | 4000 |
| Irrigation Maintenance | 2,599.39 | 2,887.31 | 2,745.07 | 4,340.99 | 4000 | 5000 |
| Course Maintenance | 11,272.64 | 9,892.58 | 4,664.76 | 6,691.39 | 5000 | 5000 |
| Equipment Repair & Maintenance | 14,635.25 | 17,085.12 | 13,986.60 | 13,195.10 | 15000 | 15000 |
| Mower Lease Costs | 8,725.92 | 8,725.92 | 8,725.92 | 7,355.03 | 8726 | 0 |
| Golf Cart Lease Payments | 15,106.68 | 15,106.74 | 15,106.74 | 15,106.74 | 15110 | 30560 |
| Advertising | 2,351.25 | 2,729.74 | 1,025.34 | 1,053.58 | 1200 | 1000 |
| Appreciation Fund | | 671.00 | 46.50 | 441.04 | 500 | 500 |
| Insurance | 5,812.73 | 6,170.70 | 7,108.30 | 6,950.42 | 8200 | 8000 |
| Telephone | 1,513.96 | 1,972.28 | 1,019.09 | 1,387.41 | 850 | 1300 |
| Power | 7,700.46 | 8,479.12 | 8,584.37 | 11,037.82 | 8500 | 11000 |
| Water | | | | | | 2900 |
| Administration | 459.28 | 607.00 | 344.25 | 441.90 | 650 | 500 |
| Travel | 1,502.09 | 1,293.28 | 566.20 | 666.93 | 1000 | 1000 |
| Memberships | 1,560.00 | 2,850.00 | 2,879.20 | 3,089.62 | 3000 | 3100 |
| Bank Charges | 3,839.01 | 4,505.91 | 4,442.18 | 5,449.34 | 4500 | 5500 |
| Accounting | 845.71 | 5,615.26 | 5,101.27 | 7,451.66 | 5600 | 7500 |
| Lease Payment | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10000 | 12500 |
| Tournaments | - | 18,282.20 | - | | 0 | 0 |
| Lessons | | 4,150.00 | 5,040.00 | | 5040 | 5040 |
| League Expense | | 2,341.99 | - | 55.00 | 0 | 0 |
| Liquor Purchases | 27,644.44 | 25,309.08 | 25,317.10 | 29,114.15 | 25000 | 27000 |
| Bottle Deposit | 1,120.70 | 1,063.09 | | | 0 | 0 |
| Food & Concessions | 16,870.68 | 19,242.34 | 17,116.60 | 15,748.80 | 17000 | 17000 |
| Merchandise | 28,492.41 | 19,481.70 | 17,230.20 | 17,771.56 | 18000 | 18000 |
| Junior Golf | | | | | 0 | 0 |
| Miscellaneous Including Cash Over/Short | 12,061.00 | -237.90 | -140.19 | 1,241.81 | 0 | 0 |
| Tee-On Subscription | | | 1,522.58 | 2,090.06 | 2200 | 2400 |
| Capital Expense | 4,832.58 | - | 28,427.15 | 30,698.36 | 24000 | 3500 |
| Total | 325,430.31 | 321,775.69 | 332,093.61 | 344,883.37 | 341,990.00 | 350,365 |
| Net Income | -2,589.62 | 35,747.92 | 16,836.68 | 94,375.54 | 510.00 | 21,835 |

Riverview G.C.

Balance Sheet As at 10/31/2020

ASSET

| | |
|-----------------------------|---------------------|
| Current Assets | |
| Cash on hand | 0.00 |
| Chequing - Credit Union | 8,201.47 |
| Paypal | 0.00 |
| C.U. Fast Track Interest | 280,407.84 |
| Accounts Receivable | 525.00 |
| Merchandise Inventory | 3,310.60 |
| CO-OP Equity | 500.00 |
| Credit Union Membership | 5.00 |
| Prepaid Expenses | 2,849.90 |
| Total Current Assets | 295,799.81 |
| Capital Assets | |
| Irrigation System | 185,435.06 |
| Equipment | 74,317.04 |
| Equipment - Golf Club | 426,725.42 |
| Buildings | 162,672.10 |
| Land & Improvements | 305,271.27 |
| Computers | 6,643.74 |
| Total Capital Assets | 1,161,064.63 |
| TOTAL ASSET | 1,456,864.44 |

LIABILITY

| | |
|------------------------------------|---------------------|
| Current Liabilities | |
| Accounts Payable | 936.01 |
| Mastercard | 0.00 |
| League Prize Fund | 324.95 |
| Gift Certificates Outstanding | -525.26 |
| 2018 Gift Certificates Outstanding | 172.40 |
| 2019 Gift Certificates Outstanding | 0.00 |
| Gift Certificates Purchased | 2,931.17 |
| Gift Certificates Redeemed | -1,496.38 |
| Gratuity | 1.22 |
| CEBA Loan | 40,000.00 |
| \$k Liquor Tax Payable | 223.45 |
| PST Payable | 187.73 |
| GST Charged on Sales | 6,122.14 |
| GST Paid on Purchases | -2,966.68 |
| GST Adjustments | 0.00 |
| ITC Adjustments | 0.00 |
| GST Owning (Refund) | 3,155.46 |
| EI Payable | 0.00 |
| CPP Payable | 0.00 |
| Income Tax Withheld | 0.00 |
| Receiver General Payable | 0.00 |
| Total Current Liabilities | 45,910.75 |
| Long Term Liabilities | |
| Due To Regional Park | 372,523.27 |
| Total Long Term Liabilities | 372,523.27 |
| TOTAL LIABILITY | 418,434.02 |
| EQUITY | |
| EQUITY | |
| Members Equity | 944,054.88 |
| Current Earnings | 94,375.54 |
| Total Equity | 1,038,430.42 |

Printed On: 11/23/2020

Outlook Riverview Golf Club 2021 Event Schedule

Saturday, May 15 & Sunday May, 16 (Tentative) **NEW**** - Highway 45 Open**

Mixed Open Format Tournament. 18 Holes played in Outlook, 18 Holes played in Delisle.

Additional info to be confirmed.

Saturday, May 29th – 12:00 pm Shotgun Start - Ice Hawks Tournament

Monday, June 7th – 1:00 pm Shotgun Start - RCMP Tournament

Saturday, June 19th – 10:00 am Shotgun Start - 2 Lady Scramble

Tuesday, June 22nd – 10:00 am Shotgun Start - Senior Open

Sunday, July 4th – 3:00 pm Shotgun Start - Youth/Adult Event

Saturday, July 10th & Sunday, July 11th – 10:00 am Shotgun Start (both days) - 2 Man Scramble

Friday, August 6th – Date Night on the Fairway

5:30 pm Cocktails, 6:30 pm Supper followed by Golf & Outdoor Movie

Saturday, September 25th – 10:00 am Shotgun Start - Jinx of Jordan

2020 Year in Review

2020 Memberships - 229

Adult – 87 (2019 – 87)

Family – 34 Memberships (85 members total including 15 Juniors) (2019 – 33 Memberships 81 Members including 15 juniors)

Junior – 39 (2019 – 22)

Intermediate – 18 (2019 – 19)

41 Members from 2019 that were not renewed in 2020

Tournaments/Events

Most tournaments and events were cancelled due to covid. We did however host:

Club Championship: 31 participants.

Senior Ladies Division - Marlene Rittinger

Ladies Division- Tracy Shaw

Senior Men Division- Brian Kimble

Mens Division - Chad McLachlan

Ryder Cup: 40 participants (20 from Outlook, 20 from Delisle). Outlook won!

Jinx of Jordan: 25 team. 2 Start Times. All prizes were made by random draw.

Ladies & Mens Leagues were modified to accommodate the restrictions.

Ladies League Champ: Marilyn DeLaet

Mens League Champ: Chad McLachlan

2020 Hole in Ones:

Joel Taylor #4

Kevin Harcourt #7

Dalas King #4

Rounds Played: 15,950

It was great to have put in place our new Point of Sale, Website and Online Booking in 2019. This was a much used program in 2020 and certainly helped us with maintaining the restrictions in place and ensuring all bookings were accurate.

As reflected in our Green Fees, the public traffic at the course this season was high. We had a lot of positive feedback about the course and we truly hope that these are returning customers in the years to come.

2020 Clubhouse and Course Updates:

Exterior painting was done (front fence and ramp railing, side door, railway ties along first part of power cart storage, outdoor locker shed, patio benches, white portion of ceiling on patio.)

New Patio Tables & Chairs were purchased.

A toilet in the ladies room was replaced in the spring due to a cracked tank.

Cart extension was completed to allow for 20 power carts.

The 10 white power carts were auctioned and sold for a total of \$29,761.00

The remainder of the lease for the 10 blue power carts that the ORGC acquired in 2017 will be paid out in spring 2021 and the club will own those carts.

10 new power carts have been ordered for spring 2021.

The Rough Mower lease was completed in 2020.

A 2012 Toro 5410 Fairway Mower was purchased at a cost of \$17,850.00 in October.

Planned Expenditures in 2021:

Surveillance \$1000

Yard Light \$2500

A huge thank-you to all of our staff in 2021 that helped us through a crazy year. On the course, our Superintendent, Jordan Karppinen (who has done a fantastic job maintaining the course, we had endless comments on the beautiful greens), and her supporting staff Ryan Larocque, Adam Larocque, Mel Sivertson, Otto Lammers. In the Clubhouse we had, Deb Guenther, Lindsay Solnicka, Lorie Schell, Shaunda Watts, Kim Stephenson, Taylor Derald, Shayla Duncan & Hannah Akre all of which contributed to the friendly faces our customers seen on the front end each day!! We could not have got through the season without you all and thank-you very so much!!

Thank-you to all of the volunteers throughout the year that help accomplish different tasks to keep the course and clubhouse at its best!

As most know, the 2020 season was my last season managing the clubhouse. I feel we made a lot of great progress in the past 3 years increasing memberships, increasing public players, providing lessons (2018 & 2019), increased food options, the addition of the Point of Sale, Website and Online Booking, updated equipment/exterior furniture, painting of the clubhouse/exterior painting. We had planned for some great new events in 2020 that unfortunately was unable to happen but hopefully 2021 will be a little more normal and allow for these events to unfold themselves. Financially the Club is in a very good position. I will be a support in 2021 to the new manager and wish whomever the board hires the very best!! I would like to thank all of our members, public players, the staff and the board of directors for the past 3 years and the great opportunity to be a part of the club. - Hannah