

**Minutes**  
**SPLBC Board of Directors Meeting**  
**Monday, December 9, 2019 (9:30am)**  
**Clubhouse**

**Attendance:** Lois Goodeve (Chair), George Guthrie, Eva Murray, Albert Nieuwold, Marianne Baccus, Sharyn Collis, Judy Lawson (Minutes)

1. **Call to Order:** The meeting was called to order at 9:25am.
2. **Regrets:** Nil.
3. **Approval of Agenda:**  
MOVED: Eva, SECONDED: Albert that the Agenda be approved. CARRIED.
4. **Approval of Minutes:** November 11 – (Attached).  
MOVED: Sharyn, SECONDED: Eva that the minutes of November 11 be approved. CARRIED.
5. **Decision/Action/Follow-up:**
  - 5.1. **Financial Reports to November 30, 2019 (Attached).**  
  
Reports were incomplete since the new budget had not yet been loaded.
  - 5.2. **Memberships (Attached).**  
  
ACTION: Eva to investigate why 2020 memberships were sold in advance.
  - 5.3. **Members rental process review.**  
  
ACTION: Lois to make the following clarifications and adjustment to the rental agreement:
    - ensure the “damage fee” section includes clean up.
    - add a signature line.
  - 5.4. **Emergency numbers list.**

ACTION: Judy to update the Emergency Contacts list and post in relevant areas including outside the club.

**5.5. Review of key situation.**

DECISION: Master keys will be handed over to the new president and house manager.

**5.6. Signage recommendations (Attached).**

ACTION: Eva to introduce Lois as new President to Tim Collins from the Parks Board, Lois to request a meeting with Tim to discuss signage. Possibly include Steve Kwok, Parks Board Security, to discuss locking of gates and gain clarification on the the walkway – public or private?

ACTION: Lois to find out if Parks Board will repair the damaged tarmac.

**5.7. Plumbing survey (Attached).**

DECISION: It was agreed by consensus to hire Lambert to perform a plumbing survey.

ACTION: Eva to initiate this process with the House Manager.

**6. Information:**

**6.1. President's Report (Attached).**

AGREED BY CONSENSUS to create gold membership badges for lifetime members.

ACTION: Len Gallant to work with Graham Mason on the new name badges.

ACTION: Lois to do further investigation into possible summer students.

**6.2. Vice-President's Report (Attached).**

**6.3. Capital Priorities Committee Update (Attached).**

Correction to the report, Sharyn is part of the Committee, not Marianne.

**6.4. Waine Legacy Update (Attached).**

**6.5. Park Board Licence/Operating Agreement Update (Attached).**

- 6.6. **Membership Update** (Attached).
- 6.7. **House Update** (Attached).
- 6.8. **Director at Large – Social Update** (Attached).  
ACTION: Marianne to approach potential team leads for Kitchen and Hospitality.  
AGREED BY CONSENSUS to increase bar prices of all drinks, by both bottle and glass, as recommended.  
ACTION: Marianne to direct Bar team leader to update the bar prices on the computer and signage.
- 6.9. **Director at Large – Bowling Update** (Attached).

**7. Next Meeting:** Monday January 13, 2020 9:30 am – Clubhouse.

**The meeting adjourned at 11:25 am.**

**MINUTES APPROVED BY BOARD OF DIRECTORS ON January 13, 2020.**

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**President**

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**Secretary**