QUALICUM BEACH
MEMORIAL GOLF CLUB
SINCE 1911

BOARD OF DIRECTORS
Minutes of Meeting
Wednesday, May 20, 2026 at 9:00 am
QBMGC Boardroom

PRESENT:

Mike Meade	Chair
Doug White	Vice Chair
Harvey Walker	Director of Finance
Jim Klimes	Course & Greens Committee
Donna McDonald	Director of Proceedings, Secretary
Jackie Carter	Director at Large
Peter Drummond	Director at Large
Rob Mann	Director at Large
Kel Roberts	Director at Large

Guests:

Charles McQuade	QBMGC General Manager
Steve Hocking	QBMGC Head Professional
Brent Shanley	QBMGC Course Superintendent
Anne Skipsey	Town of Qualicum Beach Liaison

1. **Welcome and Call to Order at 8:53 am**

2. **Approval of the Agenda for May 20, 2026**
The Chair asked if there were any errors of omission and/or commission.

Correction required for 12 a) …third Wednesday of ~~May~~ June….

MOTION That the Agenda for the QBMGC Board Meeting on May 20,2026 be approved with correction noted above.
M/S **Jackie Carter / Jim Klimes** **Motion Carried**

3. **Approval of Minutes of QBMGC Board Meeting held April 15, 2026.**
The Chair asked if there were any errors of omission and/or commission.

Correction required for:
4 – Comments from Chairman re Eaglecrest: - ~~Complements~~ compliments

Clarification for:
9 – Report from General Manager – 31 refers to number of new members

MOTION That the Minutes of the QBMGC Board Meeting held April 15, 2026 be approved with the correction and clarification noted above.
M/S **Peter Drummond / Jim Klimes** **Motion Carried**

All other business arising from the minutes of the Board Meeting held on April 15, 2026 has either been addressed in the respective reports or brought forward on the agenda.

4. Report from the Chair.....*Mike Meade*

- Congratulations to the team for a successful tournament on the weekend.
- As chairman of the Nomination Committee, he advised that we have an individual interested in filling the one vacancy on the Board.
- Mike reminded the Board that he had stepped up to the Chair position by default. He is pleased with the accomplishments of the Board in terms of record revenues and record profits. He acknowledged that we have cash reserves for the irrigation system but confirmed that the project will be delayed until further funding can be secured. He is pleased with what has transpired over the last 2 years, particularly in operations and management, allowing the Board to focus on governance. Mike would be pleased and honoured to represent Board as Chair again next year. Motion deferred to the first meeting of the 2026-2027 Board.

5. Report from Course & Greens Committee.....*Jim Klimes and Brent Shanley*

The Director's Monthly Report was submitted prior to the Board Meeting for review by QBMGC Board members and is attached to the minutes of this meeting.

General comments in addition to the report:

- The sand boxes have been finished, and we have enough for almost every hole.
- The two small sand boxes will be tested on Par 3's.
- Crown Isle is doing their own chipping and using the chips under trees and on banks. Consideration of a similar program might benefit QBMGC. Further investigation is pending.
- Superintendent's Meeting held at QBMGC on May 5th – 15 courses were represented at the meeting. Thank you for the full support from the entire team.
- Course beautification – Kel, as part of his involvement with MARS and Milner Gardens, recently visited a nursery on the mainland and secured rhododendrons and azaleas. Contact information on the nursery will be forward to Anne for use by the Town. Should QBMGC be interested in securing more plants, the cost for Kel's round trip is approximately $500.
- Tree on #5 – no idea on replacement for the large cedar tree – considering a specimen tree or garden – decision pending.

MOTION	To accept the report as presented by the Course & Greens Committee	
M/S	**Doug White / Kel Roberts**	**Motion Carried**

6. Report from QBMGC Head Professional.....*Steve Hocking*

The Monthly Report for the Pro Shop was submitted prior to the Board Meeting for review by QBMGC Board members and is attached to the minutes of this meeting.

General comments in addition to the report:

- Carts have a warrantee for 5 years and with representatives on the island, issues can be addressed within minutes.
- Range balls from Cordova Bay – over 10,000 full range balls were purchased from them last year as they have gone to a limited flight ball (80%).
- Junior Program was a 36-session program with increased participation over last few years.
- Hawks Nest – approved 24 seating – looking for new umbrellas and/or awning.
- Green fee tee times – we may need to reserve 1 tee time per hour for green fee play.
- Men's Amateur was an invitational event and is a signature event on the Island. Compliments to the host of volunteers. The scoring system is under review as it was a "glitch" in the event. Discussion of "hole in one" protocol.
- Events to be entered into Lightspeed
- Rock the Range –September 12 with a scramble tournament. We are hoping to sell 1500 tickets. QF is a major sponsor with the charity of the event being BC Cancer.
- Nine & Dine card has been implemented. The restaurant will invoice the club for the cards they receive. Twilight rate has been changed to 5pm from 3pm but nine & dine is offered at 3pm ($49 with $20 for restaurant).
- Ladies Amateur will be an invitational tournament with emails being sent out for the August event.
- Starter has been an improvement in terms of pace of play.

- Lightspeed provides "no show" reports and generates an email notification.

Action to be taken:

- Investigate better ball recovery system for the driving range.
- Driving range proposal is on hold but efficiencies and enhancements are being reviewed. Looking at implementing changes in stages with the first being an automated ball dispenser, robo picker and ball washer.

7. Town Liaison ..... *Anne Skipsey*

General comments:

- The "New Members" welcome will be June 10 at the Maintenance Facility.

Action to be taken:

- Artwork is to be installed with arrangements for an "unveiling" yet to be determined. The Town will release the balance of $3,000 owing to the artist.
- The June 3 meeting with the Town and QBMGC has been rescheduled to July 22. Financials will be forwarded to the Town once finalized by the auditors.

8. Report from Director of Finance ..... *Harvey Walker*

The Director's Monthly Report was submitted prior to the Board Meeting for review by QBMGC Board members and is attached to the minutes of this meeting.

General comments in addition to the report:

- Continue to monitor wages with acknowledged relationship seen with increased wages reflected in increased sales.

Action to be taken:

- Government Grant – we are still looking for 2 applicants. We have been advised that we can use a current worker for the grant (providing he meets the age requirement). Should the hours be more than the one grant provides, we can combine with the 2nd grant for the additional hours.

MOTION	To accept the report as presented by the Director of Finance	
M/S	**Doug White / Kel Robers**	**Motion Carried**

9. Report from General Manager ..... *Charles McQuade*

The General Manager's Monthly Report was submitted prior to the Board Meeting for review by QBMGC Board members and is attached to the minutes of this meeting.

General comments in addition to the report:

- Modern Café:
  - Member discount card to be issued to 330 members for use at the restaurant.
  - The introduction of a Golfer's Menu. Suggested they might want to add a "slider" option.
  - Signage at the patio entrance is being addressed.
  - Staffing has stabilized with most staff having been on-site for a year.
  - They have asked for next year's $12,000 to help with their costs for the change to Modern.
  - They also want us to consider a cap on the rent. We currently get 5% of gross revenue. It was acknowledged that they currently give us a good rate for club catering events.
- Starter's shed/shack – ordered a pop-up tent that can be used for other uses as well – no foundations, no posts required but large enough to park cart under.

MOTION	To pay the restaurant $12,000 for 2026 and advance $12.000 for 2027 for a total payment of $24,000. Mike has asked to deliver the cheque personally.	
M/S	**Harvey Walker / Jackie Carter**	**Motion Carried**

Actions to be taken:

- Charles will provide a report on the discounted sales (golfer's menu) in the restaurant for review at the next board meeting with respect to request to cap on rent.
- Strategic Plan to be presented at the AGM in June will be completed and forwarded to Board prior to next board meeting. Recommended that statements have a quantitative component to allow for metric evaluation and that Governance should be detailed as to Board and/or Management.
- Chiovetti's Bridge – discussed signage by the bridge (bench) along with picture board in the lobby. Invitation to be extended to Ron & Deb for dinner.
- Memorial cairn could also be used for recognition purposes. There are 24 spots available for plaques. It was suggested that David Green be one of the first candidates in recognition of over 20 years of service.
- AGM reports are to be forwarded to Charles to prepare for distribution in the agenda package.

10. New Business

- Peter provided his comments on the recent tournament:
  - He acknowledged excellent response to requests for volunteers although it was a challenge due to it being a long weekend.
  - He requested more attention to refreshments for volunteers - isolated to a volunteer center or coolers in a cart.
  - He suggested having someone from the PQB do an interview with the winner to highlight the success of the tournament.

11. In-Camera session not required.

a) Management Incentive Plan – on hold.

12. Next Meetings

a) Next QBMGC Board of Directors Meeting is scheduled for the third Wednesday of June, which is Wednesday, June 17 at 9:00am in the QBMGC Boardroom.

b) 2026 Annual General Meeting is scheduled for Wednesday, June 17 at 7:00pm in the Civic Center.

13. Motion to adjourn made by Kel Roberts at 10:52 am.

QUALICUM BEACH MEMORIAL GOLF CLUB

2026-2027

Committee / Area of Responsibility	Course & Greens
Report Date	May 20, 2026
Prepared / Presented by	Brent Shanley, Course Superintendent Jim Klimes, Director

Course Conditions (*Greens, fairways, tees, etc.*)

Greens are currently being prepared for the Men's Amateur Tournament.
The new practice putting green extension was sodded on April 27th and has since been top dressed and incrementally cut to achieve the desired grass height. It is anticipated to be ready for use within 3 weeks.

Irrigation System

Pond weirs have been installed for the season. The irrigation system is now watering using non-potable pond water instead of the town's potable water.
A water filtration system is to be explored.

Plant Beautification

Front of main building: ongoing enhancements to add character to the native plantings.
Hanging baskets scheduled to arrive on May 13th.
#2 green: willow tree trimmed by the midden
#5 tee: large cedar tree by the bench shelter is dying likely due to soil compaction caused during the bridge construction. Continued monitoring is ongoing.
#6 tee: ongoing work with the new planting bed.
Pond: 70 pots of native plant material have arrived and are to be planted around the pond.
Hanging baskets arrive on May 13th

Course Safety

Ongoing

Tree Management

Ongoing

Miscellaneous

Next committee meeting is scheduled for Wednesday June 3, 2026 @ 10:00 AM in the maintenance facility.

QUALICUM BEACH MEMORIAL GOLF CLUB
2026

Committee / Area of Responsibility	Pro Shop
Report Date	May 20th 2026
Prepared / Presented by	Steve Hocking, Head golf professional

Proshop News

- 2 new additional power carts, completing our fleet to 16.
- New Range balls introduced…Grass tees on practice range in play as of May long weekend
- Junior program wrap up of 6 week program. Thank you Mens & ladies clubs for donating.
- Hawksnest lounge area has been approved by BCLB
- Now selling sandwiches – fresh made from the Modern
- Discuss green fee tee times (revenue)-1 per hour?-Board approval required

Product Orders

- Ping Order arrived May 15.
- Sales are strong. Multiple custom orders
- Target this fiscal year is $300,000 in sales! On track
- -

Tournaments & Events

- Successful Mens Amateur-118 players
- Full slate of events scheduled this year! Rock the Range-Steve will elaborate during April Board Meeting
- New 9 & Dine gift card system-implement
- Month of May-3 events Month of June – 6 events
- Mens and Ladies nights start in June-full sponsors-full field
- Time to prep for Ladies Amateur

Statistic and Financial

- Complete Month of April 2026 financials are;

TOTAL PROSHOP & GREEN FEE SALES = $166,000
TOTAL CART RENTAL & RANGE = $16,500.00
TOTAL INSTRUCTION = $9,000.00
TOTAL INVENTORY = $31,500 (profit margin 29%)
TOTAL F & B (liquor and Confection) = $5,500.00
TOTAL ROUNDS = 7,009 9 Hole Member play = 3837 + 776 punch card Green fee play =4613 4613 → 2396
AVG Total rounds per day = 233---**Total Green Fee Rev-$73K**

- May 1st to May 14th stats are;

TOTAL PROSHOP & GREEN FEE SALES = $86,000
TOTAL CART RENTAL & RANGE = $8,500
TOTAL INSTRUCTION = $560
TOTAL INVENTORY= $15,000
TOTAL F & B (liquor and Confection = $5,000
TOTAL ROUNDS= 9 Hole Member play = NA (--- member play) Green fee play =
AVG Total rounds per day = ---**Total Green Fee Rev-$41K**

Miscellaneous

- April & May Financials are outstanding
- Practice putting green expansion-Open early June
- Weather Stats –Incredible.
- Rock the Range update

DIRECTOR'S REPORT
2026-2027

Committee / Area of Responsibility	Finance
Report Date	May 13, 2026 for April, 2026
Prepared / Presented by	Harvey Walker

Update (*List status of activities*)

We are still awaiting final numbers from the auditors for our year ending February 28, 2026.

Going forward, we have net revenue for March and April of $61.7K, included in that number : Green fee revenue of $130K, Pro Shop sales of almost $60K, Pro Shop rentals and range $28K, Restaurant rent for the two months is almost $10K against an annual budget of $64K.

Total revenue for two months is $371K which is 19% of our budget

Total expenditures for the two months is $311K which is 17% of budget.

The Capital Account at April 30, 2026 is $348,685.

Projects Pending (*Identify particulars*)

Meeting with the Auditors and signing of the statements.

Meeting with the Town to discuss the past year and hand over our capital repayment cheque.

Overall Objectives (*Define topics*)

Maintain control of expenditures, particularly wages and inventory.

Key Concerns (*Specify details*)

Capital requirements for 2026-2027.

QUALICUM BEACH MEMORIAL GOLF CLUB
GENERAL MANAGERS' REPORT 2025-2026

Committee / Area of Responsibility	Club oversight
Report Date	May 20, 2026
Prepared / Presented by	Charles McQuade

Update (*List status of activities*)

- The yellow cedar whorl by Jesse Reclama will hang it at the top of the stairs. Once we can get all the participants together, we will have a signing ceremony.
- The restaurant is officially now "The Modern". Décor changes are finished; all patio tables have been repaired, the gas pits are working, and the new menu is in place. There is also now a "Members Menu" with great prices. (See attached)
- Three newsletters went out – outlining spring events, restaurant changes and promoting the QF Men's amateur.
- We have collected over $12,000 in sponsorships for the Men's Amateur, Sr. Ladies and Club Championship tournaments, with more to come for the summer Men's & Ladies nights.
- The audit is at the final draft stage for review with the auditors Wednesday, May 20 afternoon.
- We have set our annual meeting with the Mayor and Town Council for June 3rd, time to be decided.
- The "New Members" welcome will be June 10th again this year, in conjunction with an open house at the maintenance facility, and a member/board appreciation event.

Projects Pending (*Identify particulars*)

- The AGM this year has been booked for Wednesday June 17th, same day as our Board meeting that month. We can go over the proceedings for the AGM at the morning board mtg. Part of the AGM will be dedicated to our new Strategic Plan, including Capital spending plans and the annual scorecard. (Draft also attached)
- Nominations have been called for new board members via the newsletter, initially we have received two responses. Please confirm numbers being replaced as Mike would like to stay as Chair for another year.
- Working with the Mayor on a "Bridge Narrative" to be created as a picture board for display (attached draft)

Overall Objectives (*Define topics*)

To engage with the membership and move the club forward.

Key Concerns (*Specify details*)

None