

Golf Committee

Purpose:

The golf committee shall be responsible for:

- a) Providing recommendations to council regarding course improvements
- b) Submitting an annual budget with fee recommendations
- c) Fundraising and annual event planning and execution
- d) Delivering golf programs (Men's and Women's Night)

Governance:

The golf committee shall be responsible to Parks, Culture and Recreation Board. Committee Chair is deemed to be the representative on the Park, Culture and Recreation Board Council representative provides guidance and communication link to Council. Council representative does not vote on issues nor are they counted as part of members attending meeting.

Members:

- a) The committee shall be comprised of seven members and one council representative. Committee members shall be current season pass holders with at least 80% of the members Shields residents.
- b) Council shall approve committee members for a term of 2 years.
- c) Committee chair and Co-Chair must be a resident of Shields.

Functions:

- 1. All capital expenditures require prior approval of council and shall be paid by the Administrator.
- 2. Organize and run annual golf tournaments.
- 3. Prepare annual budget for operation of the golf course including recommendations concerning fee structure. Submit this budget to council prior to March 1 of each year for consideration by council.
- 4. Any golf course capital improvements including but not limited to tee boxes, greens, or fairways shall be submitted to council before March 1 for consideration in the following years village budget. Any improvements shall be fully costed and a full comprehensive needs assessment completed in written form before March 1. This applies to any project requiring capital expenditures or to any project changing the present use patterns or character of the golf course in any form.
- 5. Complete a mid-year review of budget versus actual expenditures. Report any issues identified to Council representative.

Meetings and Reports:

- a) The committee shall meet at least once prior to the opening of the golf season and then at least once every two months during the golfing season.
- b) There must be quorum present at each meeting. A quorum shall consist of at least 80% of the committee plus one.
- c) Council representative shall call the first meeting of the committee in any calendar year.
- d) At the first meeting of the calendar year, the chairman of the committee shall be introduced

or selected by a majority of committee members. Term of office shall be two years.

- e) The chairman of the committee shall call meetings. Seven days' notice shall be given to all committee members prior to the meeting.
- f) Meetings shall be scheduled so that all committee members shall have a reasonable opportunity of attending each meeting.
- g) Members absent from all regular meetings during a period of 3 months in which at least 2 meetings are held may result in disqualification for the committee.
- h) Minutes of meetings shall be submitted to Council.
- i) Representative report on committee activities at Parks, Culture and Recreation Board Meetings.

Policies

- a) Any group requesting exclusive use of the golf course shall be aware that they shall be limited to a maximum block of two hours.
- b) Notice shall be posted at the golf course one week in advance for any exclusive tee off use of the golf course.
- c) The golf committee has authority to approve or not approve exclusive tee off use of golf course.
- d) There shall be no more than four hours in any 24-hour period when the golf course is being used by an exclusive tee off group.
- e) Exclusive tee off groups shall be responsible and liable for any damages to the golf course and for all personal injuries incurred while using the golf course.
- f) Adult season pass holder in good standing is defined as a person who has paid in full the prescribed season pass and is not presently under suspension.
- g) Junior season pass holder in good standing is defined as a person who on the 1st of May of the current year is 17 years of age or less and has paid in full the prescribed season pass fee and presently is not under suspension.
- h) Youth season pass holder in good standing is defined as a person who on the 1st of May of the current year is 10 years of age or less and has paid in full the prescribed season pass fee and presently is not under suspension.
- i) Family season pass may include up to 2 spouses and immediate children under the age of 17 years on May 1st of the current year. Other children over the age of 17 years on May 1st of current year shall obtain adult season pass.
- j) The term of all classes of golf season passes shall run from Dec 31st to December 31st of following year.
- k) There will be no discounts or reimbursements of golf season pass fees once they are paid unless specifically authorized by golf committee.
- l) No person less than 8 years of age may play or travel the course unless accompanied by an adult who is taking full legal responsibility for the person under 8 years.
- m) Any person or persons who conduct themselves or threaten to conduct themselves in a manner detrimental to the best interest of the Resort Village of Shields may be denied admission to the golf course and denied use of the golf course.
- n) All power cart owners and operators while on the golf course shall be responsible for:
 - i) Insurance coverage against all damage to the cart while on the golf course
 - ii) Any personal injury to the operator, passenger or third party regardless of cause
 - iii) Shall pay trackage fee and display card provided.

- iv) Any player, person or person once on the golf course assumes the liabilities of personal injuries by any means whatsoever and holds the Resort Village of Shields, its councilors and its golf committee totally blameless for any injury, damage, or legal action of any kind.