

COMMITTEES

Section 1. Standing Committees.

There shall be the following standing committees, of which the members shall be appointed annually by the president, or as soon as practical, at the first meeting of the Board after the Annual Meeting. The Members of each standing committee shall hold office for one year after which they may be reappointed. Each committee should consist of at least three persons, minimum one of whom shall be a member of the Board, and others will consist of volunteer members of TVGC. The Chairperson of each Standing Committee, except for the Tournament Committee, shall be a Board member. The duties and powers of the committee shall be advisory to the Board and not administrative unless especially delegated by resolution of the Board.

- **Section 1A. Finance & Business Development Committee.**

The Finance & Business Development Committee shall maintain conservative management of finances and preserve the TVGC Clubs' sustainability and viability. As well, advise upon questions relating to the business administration of the TVGC's affairs, methods of accounting and investments, devise measures for increasing the financial resources of the Club and for increasing the interest of the community in the Club's affairs.

- **Section 1Ac. Ad Hoc Marketing & Promotions Committee**

The Marketing and Promotions Committee shall develop and implement a comprehensive, detailed marketing plan to help reach our market and profit goals.

- **Section 1B. Building, Course and Grounds Committee.**

The Building, Course and Grounds Committee shall be an advisory/support/communication link to the General Manager and Course Grounds Manager upon all questions relating to construction, alteration, or maintenance of the buildings, grounds, equipment, and furnishings belonging to the TVGC. The Committee will develop a long-range plan for the course and assist in advisory/budgetary/identifying course components that may need improvement and policy making capacity. Subcommittees may be formed to help advise the affairs of this committee. This committee shall recommend to the board the acquisition by gift and/or purchase of any said items deemed necessary for the maintenance of the golf course and needed for the Golf Club to carry out the Club's activities. Items donated or purchased for general use by the members become the property of TVGC. No such donated or purchased items owned by the TVGC shall be disposed of without permission of the Board.

- **Section 1Ba Ad Hoc Land use Development Committee**

The Land Use Development Committee shall explore, research, and establish all options of potential strategic land use. The committee will create a business plan model for different options that may be suitable to TVGC for maximum use, cost analysis, betterment of the TVGC.

- **Section 1Bb Ad Hoc Security Committee**

The Security Committee will support management in creating a security / risk assessment model for the TVGCC. The Committee will work with management to conduct a security assessment and action plan to strengthen security and ensure processes in place are followed consistently. The Committee will observe and report to management and the Board items that may deter and/or support crime prevention. The committee will raise awareness with both members and staff in practicing "good security" and shall act as a liaison with other volunteer groups concerned about vandalism and/or crime in local area.

- **Section 1C. Executive Committee**

The executive committee is a standing committee that often acts as a steering committee for the full board. Functioning as a steering committee, the executive committee prioritizes issues for the full board to address. The executive committee provides organizational direction for the General Manager and the full board. The committee is responsible for completing the General Manager's annual performance review. Committee members assist the General Manager and board members to establish items for board meeting agendas. Although the executive committee is comprised of the President, Vice-President (s) and Treasurer, the committee members report to the board.

- **Section 1Ca. Disciplinary Committee**

The Discipline Committee shall be empowered to receive, investigate, hear, and make decisions with respect to any complaints involving the Rules of Golf, the rules regarding Amateur Status, or the policies and regulations of the Turner Valley Golf Club. The Committee, after rendering a decision as prescribed herein, may suspend, or prohibit a member of a Member Club from participation in tournaments which fall under the jurisdiction or control of the Association, subject only to rectification by the Executive Committee.

- **Section 1D. Communication & Membership Liaison Committee**

Collaborates with members, volunteers, the Board and Club management to support Club Activities. These activities include formal and informal tournaments, Club Captains, Handicap Chair and Leagues. All duties shall be carried out in accordance with TVGC policy and club guidelines as documented in Board Policy and the Member Handbook.

The Committee will encourage proactive communications and act as a liaison for communication of ideas or proposals for the TVGC Board's consideration.

- **Section 1Da. Volunteer Committee**

The Volunteer Committee shall maintain active volunteers and recruit new volunteers, communicate and develop/strengthen Volunteer Program.

- **Section 1Db. League Committee**

The League Committee is a group in charge of Leagues and Competitions of the course. The Committee should always act in ways that support the Rules of Golf and are specific to running organized competitions and everyday play.

- **Section 1Db. Club Captains Committees**

The Club Captains Committees would consist of one rotating Board member, an individual that is Club Captain and volunteers from the membership. This committee would work with the Club management, tournament committee, handicap chair and pro shop. Responsibilities would be coordination of Interclub, Team Challenge, league, and Club Tournament play as well as acting as liaison (channel of communication) for these events.

- **Section 1Dbb. Jr Members Committee**

The Jr Members Committee shall continue to develop and implement the growth of the program to retain and recruit new Jr Players. The Committee would prepare, organize, and communicate to the members of the program throughout the season.

Section 2. Ad Hoc Committees

These Committees are set up by the board at a time when they are required, once completed their mandate the Committee will be disbanded. The Ad Hoc Committees will be chaired by a Board Member, a minimum one Board Member will sit on each committee as well as volunteer members of the TVGC.

- **Section 2A. Grants Committee**

The Grants Committee shall research and study all potential grants available. Any grant applications that financially obligate the TVGCC require Board approval prior to submission. The committee will prepare the grant application(s) with assistance from many other committees who will be able to provide valuable information.

- **Section 2B. Strategic Planning Committee**

The Strategic Planning Committee shall be established following the AGM meeting every 3 years in accordance with our current strategic planning dates. Last Strategic planning session November 2020. Next planning session November 2023.

- **Section 2C. Tournament Committee**

The Tournament Committee will be co-chaired by the 2 Club Captains, the Handicap Chair and Head Professional. Committee will in addition consist of two volunteer members. They shall prepare, organize, for in house tournaments to showcase the TVGC.

- **Section 2D. Nominating Committee**

The Nominating Committee shall be established prior to the AGM to accept nominations for upcoming election of Board Director positions.

- **Section 2E. Historical Committee**

The Historical Committee shall continue to work to preserve, educate and communicate the history of the TVGC in all aspects available to the committee.

- **Section 2F. Covid/Pandemic Committee**

The Covid/Pandemic Committee shall be established when the Board believes the pandemic is creating challenges/changes/impacts to the daily operations of the course and the GM may need the assistance of the committee to establish protocols, signage, or any other advisory components.

Section 3. Other Committees

The President or the Board has the option to create other committees as deemed necessary for the operation of the TVGC and all its business.

Committee Members

Standing Committees

Finance & Business Development

Tracy Bertsch, John Burke, Roberta MacKenzie, J.D. Scheller

Course & Grounds

Kevin Farr-Jones, Roberta MacKenzie, Tom Smith, Gary McGonigle, J.D. Scheller,
Ad-Hoc: Phil Nobert

Executive

Tracy Bertsch, Roberta MacKenzie, John Burke, J.D. Scheller

Communication & Membership Liaison

Kathy Jessop, Roberta MacKenzie, Doug Short, J.D. Scheller,
Ad-Hoc: Cindy Kuhl

Ad-Hoc Committees

Grants

Tracy Bertsch, Darryl Bibeau, Barry Cousins, J.D. Scheller,
Ad-Hoc: Laurie McCreary-Burke

Land Use

Kevin Farr-Jones, Tom Smith, J.D. Scheller,
Ad-Hoc: Gregg Undershute, Ron McLaren

Buildings

Kevin Farr-Jones, Barry Cousins, Doug Short, J.D. Scheller
Ad-Hoc: Peter Keenan, Joe Fenton, Ian Webb

Security

Doug Short, Barry Cousins, Kevin Farr-Jones, J.D. Scheller

Volunteer

Kathy Jessop, Roberta MacKenzie, Doug Short, Barry Cousins, J.D. Scheller
Ad-Hoc: Phil Nobert

Junior

Darryl Bibeau,