CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

Sept. 30, 2026 – Bill Mattick's Restaurant

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Noreen Russell, Darlene Ell, Gwen McMullen, Louise Kallhood

Call to order at 2:00 p.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Carol and seconded by Sue. Carried.

Approval of minutes from previous meeting – The minutes of August 19th were reviewed, amended, and approved. Moved by Noreen and seconded by Darlene. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- Noreen and Deb will attend the Zone 5 Meeting on October 26th.
- Deb congratulated Noreen and her team red on winning the Captain's Tournament.
- The charity cheque amount has yet to be finalized.
- Carol will ensure that there is a mic at this year's AGM.
- Deb will discuss changes to the Club Championship qualifications with Lance. If Lance concurs, a draft of the changes within the Constitution and Bylaws will be included in the AGM announcement.

Vice Captain's Report – Noreen Russell

- Lance provided Noreen with the 2027 fixture list. There are 93 events which occur every year and need to be scheduled well in advance.
    - The Captain's Tournament will be on Tuesday, Sept. 14, 2027. It is hoped that there will be an increase in participation by holding the tournament on a Tuesday.
    - The Club Championship is scheduled for August 7/8, 2027.
    - The Tombstone Event has been discontinued.
    - Ladies Opening Day will be Saturday April 3, 2027.
    - Ladies Closing Day is October 30, 2027.

Interclub Chair Report – Darlene Ell

- The Interclubs have all been completed. The results were summarized in a Club News article.
- At a Zone 5 event, Darlene enquired as to how the Zone received the names of individuals who had achieved a hole in one, as she noticed Cordova Bay entries were missing for several years. She was informed that the Captains provide the information. As a result, after discussion with Michelle, she received the 2022 – 2026 list of individuals. Darlene then passed this information on to Deb to send to Zone 5.

Rules Chair Report – Sue Ovans

- There is nothing new to report.

Events Chair Report – Carol Harrison

- Carol is generating the 2026 ladies club expense report.
- She will work with Lance on preparing the cheque to be presented to our charity.
- She confirmed with Lance that a shotgun start on the 1st Saturday and Tuesday Ladies Day is not feasible.

Handicap Chair Report – Louise Kallhood

- There was a concern with the Golf Canada phone app defaulting to the black tees. This sometimes went unnoticed when members were entering their scores. An audit from January 1st through late September was taken of the 200+ members and only 2 instances of the tees being entered incorrectly were found.
- There are 206 ladies club members. There were 4717 rounds played at Cordova Bay and another 1300 away rounds.
- All Interclub Scores were reviewed for entry into Golf Canada. Reminder letters were sent as needed, resulting in most scores being entered.
- Louise will confirm the winners of the Susie Berry and Bob Foster Memorial Awards next week. She reminded the Executive that their names are not to be published until after the AGM.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- AGM
    - The AGM Agenda was reviewed.
    - Deb will:
        - confirm the club's charity choice with Lance
        - confirm that Lance will be representing the club at the AGM
        - discuss the seating layout for the Executive with Grant
        - send Janice the required information for the AGM announcement by Wednesday

- Gwen and Carol will ensure that the seating layout is as requested the evening of the AGM. They will also be checking-in the members and taking care of the door prize draws.
- Noreen suggested that the hole in ones be acknowledged at the AGM.

Next Meeting Date – Monday, November 2nd @ 6:00 p.m. – Bill Mattick's Restaurant

Adjournment: 3:15 p.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

Aug 19, 2026 – Bill Mattick's Restaurant

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Noreen Russell, Darlene Ell, Gwen McMullen

Regrets: Louise Kallhood

Call to order at 2:00 p.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Gwen and seconded by Sue. Carried.

Approval of minutes from previous meeting – The minutes of July 15th were reviewed, amended and approved. Moved by Darlene and seconded by Sue. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- Deb will attend the Zone 5 meeting at Uplands on October 26th. New agenda items should be submitted to Deb.
- Noreen will Captain team red at the Captain's Tournament as Sharlene Smith will be away. Deb will Captain team blue. Darlene shared the process which was used in choosing teams when she was a team, Captain. Noreen and Deb will discuss the tournament details with Lance. Deb will also check with Lance regarding the Captain's message to be included in September 20th's Club News.
- The Nominations Committee met on July 20th. There is enough interest from the Ladies Club Members to fill the vacant positions for 2027.
- Deb requires a cheque for the Victoria Therapeutic Riding Association to be handed out at the AGM. The amount to be distributed will be calculated after the Captain's Tournament.
- Noreen will purchase the thank you gifts for the outgoing Executive.
- Cindy Brown's family has graciously offered a number of their horse ribbons to the Victoria Therapeutic Riding Association for their use.
- Deb spoke with Lance about reinstating the Spring Meeting and it was reaffirmed that it will not take place. Carol suggested as an alternative that an Opening Day breakfast meet and greet followed by a shotgun start might be an option. All of the Executive could be in attendance along with all of the Information formerly provided at the Spring Meeting. She will discuss this with Lance.

Vice Captain's Report – Noreen Russell

- There is nothing new to report.

Interclub Chair Report – Darlene Ell

- The Interclub with Royal Colwood has now been booked.

Rules Chair Report – Sue Ovans

- There is nothing new to report.

Events Chair Report – Carol Harrison

- The Club Championship raised $600.00 for our charity. Lance and Carol are discussing a new format for next years Club Championship, which could include a one-day non-competitive field of play. Deb has asked Gwen to check the date of the 2027 Tour de Victoria ensuring that there isn't a conflict with next years Club Championship.
- The Ladies Club Championship trophy was won by Penny Baziuk, for the 24th time. The overall net winner, Debbie Banting, played in the Club Championship for the 1st time.
    - Flights 1, 2 and 3 Gross Winners:
        1. Denise Walker
        2. Darlene Ell
        3. Marilyn Hopp
    - Flights 1, 2 and 3 Net Winners:
        1. Leanne O'Keeffe
        2. Kathy Wright
        3. Louise Watkins

  Marilyn Malone won the Cindy Brar trophy for the most improved hole over 2 days.
- We had a great raffle and made a generous contribution to this year's charities.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- The updated Handicap Rules are now posted to both the Ladies Club and Men's website page. Some of the longer sections were reworded for clarity, brevity. A definitions page was added at the beginning. The final page is the communication letter that is now being used when reminding members about posting scores. Louise worked closely with Lance on this update.
- A newsletter message was sent to Janice last week, with cc to Lance re: Making Every Shot Count as there are the Bob Foster and Susie Berry Awards to be given out based on games until September 30th. It wasn't included in last weeks Club News. Janice will follow-up.

- Louise continues to audit for score entries and follow-up with individuals who have not entered their score(s). Reminders usually result in compliance. The Interclub Scores are all up to date. There is only the Colwood Interclub left.
- Louise was contacted by a ladies club member who is interested in filling the Handicap Chair role for the 2027/2028 season. Her name has been forwarded to the Nominations Committee.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- AGM – List of Tasks and Responsibilities
    - The Executive will have their pre-AGM meeting on September 30th. A second meeting will be held on October 7th if required.
    - Sue reminded the Executive that award winners names should not be published prior to the AGM. Deb will speak with Lance.
    - Deb will confirm the AGM date of November 2nd with Lance.
    - The Executive's AGM roles were discussed, ensuring that everyone knows their responsibilities for the AGM. Noreen will confirm the list of trophy winners with Lance and the engraving required. She will also ensure that the Archives Section of the Ladies Club web page is updated to include the 2026 winners.
    - Sharlene Smith, Chair of the Nominations Committee has confirmed her attendance at the AGM.
    - A representative of our charity has confirmed that they will be in attendance.
- Review of Criteria for Playing in the Club Championship
    - The Club Championship Qualification section of the Constitution and Bylaws was reviewed. As a result, Deb will draft a change to this section and forward it to the Executive. Once reviewed, the recommendation will be submitted to the Club for their consideration.

Next Meeting Date – Wednesday, September 30th @ 2:00 p.m. – Bill Mattick's Restaurant

Adjournment: 3:50 p.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

July 15, 2026 – Bill Mattick's Restaurant

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Noreen Russell, Darlene Ell, Gwen McMullen

Regrets: Louise Kallhood

Call to order at 1:55 p.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Sue and seconded by Noreen. Carried.

Approval of minutes from previous meeting – The minutes of June 17th were approved as presented. Moved by Darlene and seconded by Noreen. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes
There is nothing new to report.

Vice Captain's Report – Noreen Russell

- Noreen will reach out to Michelle again regarding the Ladies Club Executive Handbook.

Interclub Chair Report – Darlene Ell

- All of the Interclubs have been organized with the exception of Royal Colwood.
- Cordova Bay have won half of their Interclubs thus far.
- Registration for each Interclub is course specific. It is a challenge to find players for some of the courses. To date Darlene has been able to fill vacancies with individuals from the spare list.
- The Interclub Chair position was discussed as Darlene will not be seeking re-election. Carol suggested that the Vice Captain could assist the Interclub Chair with scheduling, etc. in future if required.

Rules Chair Report – Sue Ovans

- There is nothing new to report.

Events Chair Report – Carol Harrison

- The Summer Solstice results were not posted in a timely manner. This has since been rectified. Feedback on the raffle ticket prizes was generally positive. A request to raffle off wine glasses instead of beer glasses was suggested.
- The Summer Cha Cha tee sheet was sent out today. Volunteers have been assigned their times for staffing the 1st tee tent.
- Registration for the Club Championship opens on July 18th. Registrants will be asked to select their dinner and dessert at the time of registration. Assigned seating for dinner will be based on Tee Times. Saturday's tee times start at 10:00 a.m. Sunday's tee times start at 12:20 and are from both the 1st and 10th tees. Sunday's draw will be based on Saturday's scores. There will be 3 flights with players competing with others of a similar handicap. Each participant will receive 4 credits towards their tee gift purchase. The trophy presentation will take place at dinner. Lance has confirmed how event prizing is allocated.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- Interclub rounds are being monitored to ensure that scores are being posted. Louise has sent out a few reminder notices as not everyone realizes that their Interclub Scores need to be posted.
- The updates to the website handicap information are still in progress, pending Lance making the final edits. Louise to follow up with Lance.
- Louise will be stepping down as Handicap Chair at this year's AGM. She will have the handicap binder ready for turnover after the AGM.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- 2026 AGM
    - Deb has asked the Executive for suggestions on how to inject humour/entertainment into this year's AGM.
    - Sharlene Smith attended the meeting. Sharlene is the Nominations Committee Chair by virtue of her role as Ladies Club Captain last year. Other members of the Nominations Committee are Deb Carnes, Nancy Moses and Cindy Brown. Names of individuals interested in filling the 2027 Ladies Club Executive vacancies have been received. The Nominations Committee and Ladies Club Executive are actively seeking further nominations. The vacancies are Vice Captain, Secretary, Handicap Chair, Events Vice Chair and Interclub Chair.

- 2027 Spring Meeting
    - Deb has suggested that the Ladies Club Executive reintroduce the Spring Meeting for 2027. She will discuss this with Lance.

Next Meeting Date – Wednesday, August 19th @ 2:00 p.m. – Bill Mattick's Restaurant

Adjournment: 3:09 p.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

June 17, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Noreen Russell, Darlene Ell

Regrets: Louise Kallhood, Gwen McMullen

Call to order at 2:37 p.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Carol and seconded by Noreen. Carried.

Approval of minutes from previous meeting – The minutes of May 20th were approved as presented. Moved by Noreen and seconded by Carol. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- A member suggested that next year more emphasis be placed on guests being included in the Summer Solstice Tournament. This item will be tabled to next years Executive.
- Course safety is an ongoing concern with errant balls, etc. Deb will address this concern with Lance. Noreen suggested that a tip sheet regarding etiquette and course safety could be developed and handed out to players at the 1st tee.
- Deb spoke with Lance about the new Ladies Club members who did not attend the Nine and Wine with the executive. It was agreed that it is not necessary to reach out to them again re playing with the executive.

Vice Captain's Report – Noreen Russell

- Noreen will reach out to Michelle regarding the Ladies Club Executive Handbook.

Interclub Chair Report – Darlene Ell
Darlene attended the meeting by conference call.

- Cordova Bay has won their last 2 Interclubs.
- She managed to put a team together for an Interclub with Arbutus Ridge, but it was a struggle.
- Players are needed for the Interclub with Ardmore on July 16th and August 4th. Darlene will speak with Lance about registration being open for an additional 2 weeks. Noreen volunteered to play.

- Deb recognized that communication is key to getting the word out. This will be addressed for the 2027 season.

Rules Chair Report – Sue Ovans

- An Intro to Rules and Etiquette course hosted by Sue and Nate was a success. Having the rules apply to the holes at Cordova Bay was particularly helpful.

Events Chair Report – Carol Harrison

- The Summer Solstice Tournament was a huge success. There were 143 participants. Lance and the Pro Shop staff did a wonderful job, organizing and setting up the event. The members were very impressed with the tee gift Lance found for us. The charcuterie board is engraved with the original Cordova Bay logo, in honour of the 35th anniversary. Many thanks to the executive team and 2 members (Laraine Niewinski and Pat Ryland) for handling the check-in process at the tent. The Raffle Ticket Sales were strong. We sold $1410 with $720 being the charity contribution. 3 Pro Shop gift cards were issued in the amounts of $140, $200 and $350. In addition, there were 2 lessons donated by Brian Hann and Robin Conlan, CB Beer Glasses, Omni Fizz Drink Making Machine and a Breakfast Basket. Congratulations to Margaret Shepp for her hole in 1 on number 13. Deb has suggested that next year an article in the Club News be submitted informing individuals that they can sign up as a single. This was brought to her attention by another member.
- The Summer Cha Cha is on July 28, 2026. Entries are open until June 30th. It is a Modified Chapman format with teams of 2.
- Lance and Carol met regarding the 2026 Club Championship. An explanation of how the flights are structured will be provided to members prior to the Club Championship. This should encourage more participation as players with similar handicaps will be grouped together. Saturday tee times will be between 10:30 and 1:00. On Sunday there will be a crossover starting at approximately 1:00 p.m. Sunday's draw will be based on Saturday's results. Dinner will be following the final foursomes. Players will sit with their foursome at dinner. The tables will be marked with the foursomes start time. Winners will be announced at dinner. The Raffle Prizes will also be given out at dinner.
- Going forward members should be encouraged to play in the Club Championship. One option is a follow the field/noncompetitive flight, playing with individuals with a similar handicap. These members would play on Sunday and enjoy dinner and drinks afterwards with all of the players. This will be brought forward for the 2027 Club Championship.
- Carol suggested that a higher percentage of money raised on raffle ticket sales should go to charity, rather than to tournament winners. She suggested a 75/25 split. The Executive voted and the suggestion was approved. 5 agreed, 2 were absent and 1 abstained.
- The Raffle Prize winners list will be posted after each tournament. Unclaimed prizes can be picked up at the Pro Shop. A reminder that Raffle Ticket purchases must be charged to a members account.

- The pro shop prepares the tee sheet for ladies tournaments. If there are less than three women in a group (i.e. an empty twosome or empty foursome), the open tee times may be released for general booking.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- She has been working with Lance to update/cleanup the Handicap Rules information on the Ladies Webpage. A **How your Handicap is Determined** section has been added to this document. The communication letter that is currently being sent out to remind members to enter their scores will also be added to the document. Other changes are minor. The final version should be ready in the next week.
- Lance agrees that it would be good to have this information also be part of the Men's Webpage. Louise is pleased it will be included on their site. A couple of minor changes to language were made to make the document relevant to all members as it's important to have a level playing field when it comes to Rules and Handicapping messaging.
- She is waiting for tee sheets for the monthly audit.
- She has been monitoring the Interclub score entries. Every match has at least 1 or 2 ladies that need to be reminded to enter their score. The compliance has been very good – scores are being entered after the reminder.
- The Golf Canada app for score entry defaults to the black tees. She mentioned this to Lance some time ago but doesn't recall there being anything in the newsletter. After the website is updated, I can put a short piece together for the newsletter with general handicap reminders and include this information.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- There is no new business.

Next Meeting Date – Wednesday, July 15th @ 2:00 p.m. – Bill Mattick's Restaurant

Adjournment: 3:42 p.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

May 20, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Gwen McMullen, Noreen Russell, Darlene Ell

Regrets: Louise Kallhood

Call to order at 10:08 a.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Carol and seconded by Sue. Carried.

Approval of minutes from previous meeting – The minutes of April 8th were approved as presented. Moved by Noreen and seconded by Sue. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- The Zone 5 Junior Development Program is looking to fill two volunteer positions. A couple of members were approached to fill these positions but declined. Noreen will discuss the position with a third member. Deb also suggested that a junior's parent may be interested in filling a position.
- The Club Championship is scheduled for August 15th and 16th. Deb asked the Executive to encourage members to play and to let them know that they will be playing with their peers, i.e. those with similar handicaps. Members may not be aware of this thus the reluctance to participate. Ideally Sunday's tee times would be assigned after Saturday's round. Carol will discuss this with the Pro Shop.
- At tournament dinners, players should be encouraged to sit with their foursome. Deb suggested that each foursome's table could be identified by their starting hole.
- The Executive will extend another invite to new members who couldn't attend the Nine & Wine. The invite will also go to Ladies Club members who have yet to play in the ladies' league. New members will be given the option of playing with an Executive Member on a Tuesday or Saturday.

Vice Captain's Report – Noreen Russell

- The topic of photos being taken at Ladies Day Events was discussed with Lance. It was noted that there are significant privacy concerns plus not everyone is comfortable with having their photo taken. Going forward the process would need to be formalized, and

consent given. Because of the concerns the Executive has decided to forgo the practice of taking photos.
- Noreen will reach out to Michelle regarding the Ladies Club Executive Handbook.
- She enquired about the "I broke 100-90-80" pins. The pins have been ordered through the Zone 5 Women's committee. Lance will let Noreen know when they have arrived.

Interclub Chair Report – Darlene Ell

Darlene attended the meeting by conference call.

- The Interclub played at Uplands on May the 7th had to be called due to bad weather. Darlene is hoping to reschedule this match.
- She is struggling to get players for some Interclubs. Ardmore's matches on July 16th and August 4th is one of them.
- She noted that Interclub articles are not being posted in the Club News in a timely manner.

Rules Chair Report – Sue Ovans

- An Intro to Rules Etiquette course hosted by Sue and Nate will take place at the Ridge on June 3rd at 10:00 a.m. There are still 10 spots to be filled.

Events Chair Report – Carol Harrison

- The topic of tournament meal gratuities was discussed with Lance. The tournament participants will be notified at check-in that meal gratuities are included in their registration.
- Prize budgeting for this year's tournaments has been set. Each tournament will have prizes of varying values.
- Volunteers are needed to man the tent for the Summer Solstice Tournament. Carol will coordinate. There may be a gap in tee times, since some are available in early afternoon to accommodate working women. For future events, Carol will also man the tent for the later tee times.
- Concerns were raised regarding men's tee times amidst Ladies Day tournaments. Carol will discuss with Lance.
- The raffle prizes can have a significant value. Carol will speak with Lance about posting their value as a way of encouraging more member participation. Non-members can put their raffle ticket purchase on their host's account. Because the raffle can't be completed before some people have left, prize winners are posted and prizes will be held in pro shop for pickup.
- Lance wrote a Swing into Spring article for the Club News.
- Lance created a template to simplify reconciliation of Raffle revenue, contribution to charity and Tournament gift card winners. It will also keep track of all prizes and winners. This process saved about an hour in finishing the raffle.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- Last year Lance and Louise developed a reminder letter to send to members who had yet to post their score. There were two days in late April, early May where eight scores were not posted. A reminder letter was sent, and three individuals subsequently posted their score. She will continue to summarize her findings and send her report to Lance.
- The handicap rules information on the ladies webpage was reviewed. There are a few errors/inconsistencies which she will update and forward to the Executive and Lance. Going forward, any changes to the handicap rules will be posted in the Club News.
- She provided Lance with newsletter items from last year that might be used again this season. In particular the one on Tournament Formats and Scores, and in the fall the one about upcoming awards. Other items will be submitted as necessary/requested.
- Score entry reviews will continue to be monitored on a monthly basis, usually Thursdays and Sundays as they are the non ladies days with the most ladies playing. Interclub score entries will also be tracked.
- A score of 0 can not be posted for a nine-hole round. When there is a hole out of play due to the irrigation project it should be noted as a Net Par.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- There is no new business at this time.

Next Meeting Date – Wednesday, June 17th @ 2:30 p.m. – Bill Mattick's Restaurant

Adjournment: 11:15 a.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

April 8, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Gwen McMullen, Noreen Russell

Regrets: Louise Kallhood, Darlene Ell

Call to order at 10:00 a.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Sue and seconded by Noreen. Carried.

Approval of minutes from previous meeting – The minutes of March 18th were approved as presented. Moved by Gwen and seconded by Noreen. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- The Nine and Wine was a success. Deb reached out to the three new ladies club members that had yet to respond to the initial invite. As a result, one additional member attended the event.
- The Pro Shop hosted an additional event at the Ridge course for all new members. A few ladies club members mentioned that they had not heard of this event. Deb confirmed with Lance that all new members received the invite.
- Deb attended the Zone 5 meeting which was held of March 23rd. The Club Captain's reported out on the number of female members their club has, as well as Interclubs and tournaments that they will be hosting. Deb Ottenbreit is the new Rules Chair for Zone 5. She noted the various options that there are for familiarizing oneself with the rules. She can be reached at Debbiezonerules@gmail.com for any rules related questions.

Vice Captain's Report – Noreen Russell

- There is nothing new to report.
- She will continue to work on the website maintenance review. She will speak with Lance regarding the protocol for adding pictures to the website.

Interclub Chair Report – Darlene Ell

- Darlene was unable to attend the meeting as she is away.

Rules Chair Report – Sue Ovans

- An Intro to Rules Etiquette course in being developed for May. It will take place at the Ridge. Members will be notified of this offering nearer the end of April.

Events Chair Report – Carol Harrison

- She confirmed that Swing into Spring will be held on April 28th and the format will be 6-6-6. Lunch is included and the players have been asked to pre-select their lunch from three options. Volunteers are needed for the kiosk on the 1st tee. Their names need to be submitted to Lance by April 14th. Lance will schedule their tee time based on their volunteer commitment. Noreen noticed that the Swing into Spring format information on the website was incorrect. She notified Nate and he corrected the error. Noreen suggested that the subject of gratuities for tournament meals could be included in the tournament information on the website. Carol also suggested that the information be included in the tournament handout. Carol will speak with Lance about this.
- Gwen thanked Lance and the team for their assistance in setting up the tent on the Ladies Day Opening Days. On Saturday 61 ladies took to the fairways, with 106 on Tuesday. By all accounts everyone had a good time and was excited to see everyone, as for some it had been a while.
- Carol confirmed with Lance that the Pro Shop holds the Ladies Club surplus funds, and that the Executive can spend them at their discretion. In 2025 there were three to five raffle prizes at each tournament. In 2026 there will be two to four raffle prizes at each tournament with a cost of $20 to $40 per prize. In addition, there will be a prize for a golf lesson with one of the pros. In total the pros are donating one golf lesson per tournament as a prize. Carol will work out a budget for each tournament. She has asked the Pro Shop to set aside two beer and two wine glasses to be purchased for future prizes.
- Carol suggested the Victoria Therapeutic Riding Association pamphlets be available at each tournament.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- Louise was made aware (thanks to Darlene) that the Golf Canada app defaults to the black tees. One of our new members didn't notice this, so she brought it to her attention. She followed up with an email to Lance to see if he wanted to put something in the newsletter under the "spirit of the game" section they've been using recently. She hasn't heard back from him. She will follow up next week.
- She plans to meet with Lance about the handicap information that's on the website, see if it can be updated to align with the messaging that has been going out the last few months. She will have more to say about that for the May meeting.
- She will audit for score entries the last week of April, as there should be more ladies playing non ladies day by then.
- The interclub dates have been noted and she will check that scores are entered within 24 hours of the match.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- There is no new business at this time.

Next Meeting Date – Wednesday, May 20th @ 10:00 a.m. - 4609 Seawood Terrace

Adjournment: 11:00 a.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

Mar. 18, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Darlene Ell, Gwen McMullen

Regrets: Louise Kallhood, Noreen Russell

Call to order at 10:00 a.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Carol and seconded by Gwen. Carried.

Approval of minutes from previous meeting – The minutes of February 18th were approved as presented. Moved by Darlene and seconded by Sue. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- Deb will attend the Zone 5 meeting on Monday, February 23rd
- The Ladies Club Executive chose the Victoria Therapeutic Riding Association as their charity for 2026. An article regarding the charity is available in the March 18th Club News. Gwen and Deb visited the association and received an impressive and thorough tour.
- She will follow-up with the new members who have yet to respond to the Nine and Wine invite. The tee times and dining tables have been reserved for this event.
- An article detailing the Ladies Club 2026 season was submitted for entry into the March 18th Club News. Lance added website links to additional information where needed.

Vice Captain's Report – Noreen Russell

- There is nothing new to report as Noreen is away.

Interclub Chair Report – Darlene Ell

- Lance and Darlene spoke about the irrigation project and how it effects the Interclub matches. Colwood will stay with their scheduled Interclub dates and play 17 holes. Uplands has yet to respond.
- 75 spots have already been filled. 4 out of 5 Interclubs are already full.
- Registration reminders will be sent closer to the match dates.
- She wrote an Interclub article for the Club News.

Rules Chair Report – Sue Ovans

- Registration for an Intro to Rules course will be available in May.
- Sue will bring laminated rules cards to the new members 9 and wine.

Events Chair Report – Carol Harrison

- Deb is available to play in the Captain's Tournament now that the date has been changed to August 29th.
- Gwen will contact each of the Executive regarding their availability to volunteer for the Ladies Day Opening Days. Deb mentioned that new members might be interested in volunteering and will suggest at the new member 9 and wine.
- Carol spoke with Lance about accepting donations for the raffle prizes. It is the club's preference to not solicit businesses or individuals. Darlene suggested that if we need to purchase raffle prizes, the money could come out of our surplus funds. All agreed. Carol will follow-up with Lance.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- Louise continues to audit for score entries. A few members who forgot to enter their scores in February were sent a reminder notice. The March audit didn't require any reminders. She will continue to audit for score entries during the regular season.
- Scores are not eligible for handicap purposes when using a winter mat off of the fairway. As all members are encouraged to enter their scores, Louise has suggested a reminder regarding mat usage be sent next winter season.
- On March 12 there was a Club email with information about the upcoming renovations to the sprinkler system. This will require some 17-hole rounds or playing an alternate temporary hole. Information was included about how to score for handicap purposes. If members voice any confusion around scoring, please let Louise know. She will work with Lance on further messaging.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

- There is no new business at this time.

Next Meeting Date – Wednesday, April 8th @ 10:00 a.m. - 4609 Seawood Terrace

Adjournment: 10:45 a.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

Feb. 18, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Darlene Ell, Gwen McMullen, Noreen Russell

Regrets: Louise Kallhood

Call to order at 10:10 a.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Darlene and seconded by Carol. Carried.

Approval of minutes from previous meeting – The minutes of January 21st were approved as presented. Moved by Noreen and seconded by Sue. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes
- Nate has placed the order for the Ladies Club Executive shirts. The logo will be similar to last years. If there are any size discrepancies extras have been ordered.
- Deb spoke with Penny regarding 1st Tee funds, which will remain with 1st Tee.
- A Nine and Wine for new lady members has been discussed with Lance. We are waiting for his response.
- An article regarding the Ladies Club Archive section on the Cordova Bay website will be submitted to the Club News prior to the March meeting.

Vice Captain's Report – Noreen Russell
- Noreen advised that she is recruiting for future Executive positions, however, as Darlene pointed out, this is great but should be coordinated with the Past Captain who is Chair of the Nominating Committee, as per the Constitution and Bylaws.
- She will replace Deb at the Sept. 12th Captain's Tournament, as Deb will be away.

Interclub Chair Report – Darlene Ell
- Darlene will be away April 5th through May 2nd plus additional dates in May. She should be able to fulfill her Interclub duties while away; however, Noreen will backfill if required.
- Carol noted that the away Interclub dates should be posted with their respective Cordova Bay home dates. Darlene will request the updates.

Rules Chair Report – Sue Ovans

- An Intro to Rules course is being developed. Registration for this offering should be available around the end of April.

Events Chair Report – Carol Harrison

- The topic of accepting donations for gift baskets and raffles was raised. Carol will speak with Lance about the protocol.
- Cordova Bay Ladies Club Tournament registrations include the meal gratuity. This is not always known. Carol will speak with the Pro Shop about including this information on their tournament handouts.

Handicap Chair Report – Louise Kallhood

- There is nothing new to report as Louise is away.

Secretary's Report – Janice Kerr

- There is nothing new to report.

New Business

a. **Charity Selection –**The Ladies Club Executive submitted a total of 11 suggestions for charities. The executive filled out ballots indicating their first two choices, and there was one clear winner. This charity will receive half of the proceeds from the 2026 Ladies Club season. Deb will notify the charity and write an article for the club news to advise the members of the selection.

Next Meeting Date – Wednesday, March 18th @ 10:00 a.m. - 4609 Seawood Terrace

Adjournment: 11:00 a.m.

CORDOVA BAY LADIES EXECUTIVE

MEETING MINUTES

Jan. 21, 2026 – 4609 Seawood Terrace

Present: Deb Carnes, Sue Ovans, Carol Harrison, Janice Kerr, Darlene Ell, Gwen McMullen

Regrets: Louise Kallhood, Noreen Russell

Call to order at 10:00 a.m.

Approval / Additions of Agenda – There were no additions to the agenda. Approval was then moved by Darlene and seconded by Sue. Carried.

Approval of minutes from previous meeting – The minutes of October 9th were approved as presented. Moved by Darlene and seconded by Gwen. Carried.

To-Do List Review
The to-do list was reviewed for outstanding tasks.

Captain's Report – Deb Carnes

- The navy quarter zipped Ladies Club Executive shirts are to be ordered. Nate and staff are in discussions regarding their logo.
- The Ladies Club Executive name tags have been distributed. Carol will receive hers upon her return to Victoria.
- Ladies Club Executive charity suggestions need to be submitted prior to February's meeting.
- The winners of the Cindy Brar Memorial Trophy for 2025 need to be added to the CB Ladies Club Award Winners document. This document is posted to the Archives section of the website. Deb is to advise Lance.
- A Nine & Wine for new members will be discussed with Lance.
- An article for the March Club News will be submitted. It will suggest that for the month of April all members sign-up as a single player as a way of meeting other members.
- Deb suggested our Ladies Club Executive meetings could be shorter. All agreed.
- An email was sent to Lance with the updates that need posting to the Ladies Club Archive section of the Website.

Vice Captain's Report – Noreen Russell
Unable to attend.

Interclub Chair Report – Darlene Ell

- All 11 Interclubs have been scheduled for 2026. The matches will be played from April through September. Lance has provided Darlene with the tee times. Tuesday tee times will start around 9:30 a.m. Saturday tee times are 11:01 and 11:08.
- The Ladies Interclub Match splash page on the club website has been reworded. Detailed selection criteria are available upon request.
- The purchase of Interclub shirts for 2026 was discussed with Nate. No new shirts will be ordered this year, as only 3 shirts were sold in 2025. If needed, there is a surplus from last year.
- Darlene will provide Deb with the names of the winners of the Cindy Brar Memorial Trophy in 2025.
- Lance has been provided with all of the previous years AGM Minutes. The minutes are to be added to the Ladies Club Archive section of the Website.

Rules Chair Report – Sue Ovans

- An Intro to Rules course is being developed. Sue will ask Nate for his assistance again this year.
- A scorecard article will be submitted to the Club News. Carol suggested the information should also be included in handout form for the April 4th and 7th Opening Days.

Events Chair Report – Carol Harrison

- April 4th and 7th are the Ladies Club Opening Days. The tent, table, flowers, snacks and tee gifts have been organized. Each player will also receive a golf ball. Lance and staff are in discussions regarding its logo. There will be no competition or Raffle Tickets sold on Opening Day.
- The gift budget for the Summer Solstice and Club Championship has been set at $30.00 per player.
- Carol suggested that members be asked to volunteer at the 1st tee kiosk as a way of meeting other members. The Pro Shop will also be supplying staff for the kiosk.
- Carol also suggested that tournament handouts should include information on how meal gratuities are included in the entry fee.

Handicap Chair Report – Louise Kallhood

A written Handicap Chair Report was submitted by Louise, as she was unable to attend this meeting.

- Louise has completed the Handicap Certification Test.
- She has been working with Lance on member communications. A Conditions of Competition/Play communication has been drafted and will be circulated by the club at the beginning of the season. Its goal is to layout the broad expectations of play at Cordova Bay.
- She and Lance developed a new friendly reminder letter to send to members about posting their score in a timely manner.

- She has confirmed that the Constitution and Bylaws outline the achievements required to award the Bob Foster Memorial and Susie Berry Memorial Trophies. A detailed description of how these awards are determined is also now part of the Handicap Chair documentation.
- An audit of score entries for Nov 20th and 23rd was completed. A reminder was sent to those that did not post their scores. The reminder resulted in a 50% uptick.

Secretary's Report – Janice Kerr

- The list of charities which have been supported in the past will be sent to the Ladies Club Executive.

New Business

b. **Girls on the Green –** The Ladies Club Executive received an email from Penny Baziuk regarding unused funds from the First Tee Organization. She has made some suggestions to the Ladies Club Executive as to how these funds could be used. The Executive discussed the suggestions and decided that additional information is required. Deb will speak with Jim or Penny regarding these funds.

Next Meeting Date – Wednesday, February 18th @ 10:00 a.m. - 4609 Seawood Terrace

Adjournment: 11:00 a.m.