



GOVERNOR'S POLICY MANUAL

Revised to 2022

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POLICY MANUAL

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Section I - MEMBERSHIP CATEGORIES

1.0 Gold Shareholder

All new members are required to purchase a Share and pay the Club's Entrance Fee.

Share & Entrance Fee Option:

New members have the option of paying the Entrance Fee up front or over a three or five year period.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, Golf Canada membership, and a full-size locker. Also included is a clubhouse membership for the shareholders' spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant.

Full payment of the first year fees.

A completed Statement of Dues and Member Charge Account Application.

Hours of Play:

All times except:

- a. Time designated for Ladies Day (if male)
- b. Time designated for Men's Night (if female)
- c. Time designated for the Junior closed tee

All Gold members are required to meet the minimum food & beverage requirement each year as established by the Board of Governors.

1.1 Silver Shareholder

All new members are required to purchase a Share and pay the Club's Entrance Fee.

Share & Entrance Fee Option:

New members have the option of paying the Entrance Fee up front or over a three or five year period.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholder's spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant.

Full payment of the first year fees.

A completed Statement of Dues and Member Charge Account Application.

Hours of Play:

All times except:

- a. Saturdays, Sundays & Holidays prior to 12:00pm
- b. Time designated for Ladies Day (if male)
- c. Time designated for Men's Night (if female)
- d. Time designated for the Junior closed tee

All Silver members are required to meet the minimum food & beverage requirement each year as established by the Board of Governors.

1.2 Bronze Shareholder

All new members are required to purchase a Share and pay the Club's Entrance Fee.

Share & Entrance Fee Option:

New members have the option of paying the Entrance Fee up front or over a three or five year period.

Included With Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholder's spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant.

Full payment of the first year fees.

A completed Statement of Dues and Member Charge Account Application.

Hours of Play:

All times except:

- a. Weekdays between 1:00pm to 5:00pm
- b. Saturday, Sundays and Holidays prior to 2:00pm
- c. Time designated for Ladies Day (if male)
- d. Time designated for Men's Night (If female)
- e. Time designated for the Junior closed tee

All Bronze members are required to meet the minimum food & beverage requirement each year as established by the Board of Governors.

1.3 Playing Spouse

A Spouse may be the shareholder and play in the spouse category therefore allowing his/her companion to play in the Non-Restricted Shareholder category. Between the couple, full fees for one Non-Restricted Shareholder and one playing spouse (Non-Restricted or Restricted) category are applicable; as is an entrance fee and share purchase related to one shareholder. This category would also apply to widows of deceased Shareholders who have been members for at least 10 years. In the event of remarriage and both are members, at least one spouse must be a Shareholder paying full Membership Fees in a recognized category.

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Requirements:

Application is to be included in the Statement of Dues for the shareholder.

Non-Restricted Playing Spouse:

Hours of Play:

All times except:

- e. Time designated for Ladies Day (if male)
- f. Time designated for Men's Night (if female)
- g. Time designated for the Junior closed tee

Restricted Playing Spouse:

Hours of Play:

All times except:

- a. Saturdays, Sundays & Holidays prior to 12:00pm
- h. Time designated for Ladies Day (if male)
- i. Time designated for Men's Night (if female)
- j. Time designated for the Junior closed tee

All Playing Spouse members are required to meet the minimum food & beverage requirement each year as established by the Board of Governors.

1.4 Intermediate A

Age: 36 to 40 as of March 1st of the current golf season

Share and Entrance Fee:

- Must purchase a Share at time of application (payable over 5 years)
- The Club's Entrance Fee may be deferred to the age of 41 at which time the applicable fees will become due and payable.
- For Intermediates at age 41 who have been members of Breezy Bend for 5 years or longer the Entrance Fee is eliminated. For members of less than 5 years, the Entrance Fee is charged on a prorated basis of 20% per year.
- Subject to applicable Annual Dues.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholders' spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant.

Full payment of the first year fees.

A completed Statement of Dues and Member Charge Account Application.

All members are required to spend a minimum per season on Food and Beverage per the Schedule of Fees.

Hours of Play:

All times except:

- a. Time designated for Ladies Day (if male)
- b. Time designated for Men's Night (if female)
- c. Time designated for the Junior closed tee

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1.5 Intermediate B

Age: 31 to 35 as of March 1st of the current golf season

Share and Entrance Fee:

- Must purchase a Share at time of application (payable over 5 years)
- The Club's Entrance Fee may be deferred to the age of 41 at which time the applicable fees will become due and payable.
- For Intermediates at age 41 who have been members of Breezy Bend for 5 years or longer the Entrance Fee is eliminated. For members of less than 5 years, the Entrance Fee is charged on a prorated basis of 20% per year.
- Subject to applicable Annual Dues.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholders' spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant. Full payment of the first year fees.

A completed Statement of Dues and Member Charge Account Application.

All members are required to spend a minimum per season on Food and Beverage per the Schedule of Fees.

Hours of Play:

All times except:

- a. Time designated for Ladies Day (if male)
- b. Time designated for Men's Night (if female)
- c. Time designated for the Junior closed tee

1.6 Intermediate C

Age: 25-30 as of March 1st of the current golf season

Share and Entrance Fee:

- Must purchase a Share at time of application (payable over 5 years)
- The Club's Entrance Fee may be deferred to the age of 41 at which time the applicable fees will become due and payable.
- For Intermediates at age 41 who have been members of Breezy Bend for 5 years or longer the Entrance Fee is eliminated. For members of less than 5 years, the Entrance Fee is charged on a prorated basis of 20% per year.
- Subject to applicable Annual Dues.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholders' spouse.

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Requirements:

A Membership Application must be completed in full and signed by the applicant, proposer and seconder.

Full payment of the first year fees

A completed Statement of Dues and Member Charge Account Application

All members are required to spend a minimum per season on Food and Beverage per the Schedule of Fees.

Hours of Play:

All times except:

- a. Time designated for Ladies Day (if male)
- b. Time designated for Men's Night (if female)
- c. Time designated for the Junior closed tee

1.7 Intermediate D

Age: 19-24 as of March 1st of the current golf season

Share and Entrance Fee

- Must purchase a Share at time of application (payable over 5 years)
- The Club's Entrance Fee may be deferred to the age of 41 at which time the applicable fees will become due and payable.
- For Intermediates at age 41 who have been members of Breezy Bend for 5 years or longer the Entrance Fee is eliminated. For members of less than 5 years, the Entrance Fee is charged on a prorated basis of 20% per year.
- Subject to applicable Annual Dues.

Included with Membership:

All fees include club storage and cleaning; push cart, driving range privileges, MGA card, and a full-size locker. Also included is a clubhouse membership for the shareholders' spouse.

Requirements:

A Membership Application must be completed in full and signed by the applicant. Full payment of the first year fees.
A completed Statement of Dues and Member Charge Account Application.
All members are required to spend a minimum per season on Food and Beverage per the Schedule of Fees.

Hours of Play:

All times except:

- a. Saturdays, Sundays & Holidays prior to 12:00pm
- b. Time designated for Ladies Day (if male)
- c. Time designated for Men's Night (if female)
- d. Time designated for the Junior closed tee

1.8 Junior

The club has a history of encouraging and supporting junior golfers. As a result, we have a large, active junior program which offers opportunities for boys and girls of all ages. Junior Closed Tee

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Times are provided throughout the season for junior members on Saturdays from 2:30pm to 3:30pm.

Age: 16 to 18 (as of March 1st of the current golf season)

Hours of Play:

All times except:

- a. Saturday, Sundays and Holidays prior to 2:00pm
- b. Time designated for Ladies Day
- c. Time designated for Men's night

A junior with an established handicap of 5 or less may play with an adult member during that member's Hours of Play with the prior approval of the Head or Assistant Professional.

All new junior members are required to attend a rules and etiquette session conducted by the golf shop each spring.

1.9 Juvenile

Age: 10 to 15 (as of March 1st of the current golf season)

Hours of Play: All times except:
a. Saturday, Sundays and Holidays prior to 2:00pm
b. Time designated for Ladies Day
c. Time designated for Men's night

A juvenile with an established handicap of 5 or less may play with an adult member during that member's Hours of Play with the prior approval of the Head or Assistant Professional.

All new junior members are required to attend a rules and etiquette session conducted by the golf shop each spring.

1.10 Pre-Juvenile

Age: Under 10 years of age

Hours of Play: All times except:
a. Saturday, Sundays and Holidays prior to 2:00pm
b. Time designated for Ladies Day
c. Time designated for Men's night

Juvenile with an established handicap of 5 or less may play with an adult member during that member's Hours of Play with the prior approval of the Head or Assistant Professional.

Note: Pre-Juveniles must play with an adult member unless:

- They have established a handicap of 25 or less and
- They have passed a rules and etiquette test set by the Rules Committee and the Club Professional.

Annual Membership Fee: N/A

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1.11 Corporate

A membership for the prime designate of any provincially or federally registered corporation plus privileges for up to three other designates who are employees or shareholders of the Corporation. A letter of confirmation of these names is required. The prime designate is the corporation's contact person with regard to playing privileges, account billings and voting privileges.

All designates will have use of the clubhouse for dining and social activities.

One corporate charge account number must be used by the corporation's designates with a credit card on file for payment.

The Corporate membership category will have the option of adding up to two additional restricted members each limited to an additional 25 rounds of golf. The designates have to be employees, or shareholders or the shareholders family to be allowed as additional members. A letter of confirmation of these names is required.

Fees:

Annual membership dues as set by the board plus the requirement of purchasing a share and paying the Club's entrance fee. The Entrance Fee may be paid over the course of three years at no penalty. All fees plus GST must be paid at time of application. The Corporation is responsible for all fees for the designates and the additional members. All billings will be done for the annual dues to the Corporate member.

The basic corporate package is comprised of 100 rounds of golf to be used by any of the Corporate designates or Guests. All Guests must play in the company of one of the Corporations designates.

Features:

One locker is assigned to the corporation. Additional guest lockers for "one-day visits" are available. Driving range and pull carts are included for the corporation. Club storage and cleaning is included for the prime designate. Designates wishing to have seasonal club storage and cleaning can do so for an established fee.

No limit on number of games played per day per designate (other than not more than two tee time bookings allowed per hour by any of the corporation designates).

Corporate memberships are subject to Breezy Bend Country Club Board approval upon application.

The play and use by the designated golfers is subject to the same restrictions and rules as outlined for club members and guests in the club roster. Unused rounds are non-refundable.

Tee times must be made in the name of the corporation and the name of the designated golfer. Designates' passes must be presented to the pro shop immediately prior to play.

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Hours of Play: Prime Designate: (Gold)
All times except:
a. Time designated for Ladies Day (if male)
b. Time designated for Men's Night (if female)
c. Time designated for the Junior closed tee

Other Designates: (Silver)
All times except:
a. Time designated for Ladies Day (if male)
b. Time Designated for Men's Night (if female)
c. Saturdays, Sundays and Holidays prior to 1:00pm
d. Time designated for the Junior closed tee

All Corporate Spouse members are required to meet the minimum food & beverage requirement each year as established by the Board of Governors.

1.12 Clubhouse Membership

The spouse of a shareholder is a clubhouse member with no additional fees and has all clubhouse privileges.

The Clubhouse Member is allowed to make use of the clubhouse socially for dining and entertaining with the same rules and privileges as any regular member.

1.13 Inactive Shareholder

Requirements:

Requests for inactive status must be presented in writing to the Board of Governors for approval. Applications for "inactive" status are granted for one year only.

Hours of Play:

Golf Privileges are restricted to maximum of 6 (six) times as a green fee paying guest during the current season. May only play in club events where guests are allowed.

1.14 Family Membership:

Shareholder member must pay Gold / Silver parent membership. Family includes Gold / Silver parent, playing spouse and their children.

Family membership fee is per schedule for that year. Regular food/beverage assessment applies.

1.15 Spousal / Family Package:

A special package of 20 - 9 hole golf passes may be purchased by and for the sole use of a person who is a family member related to a Share holder of the Club and is paying full membership dues in one of the recognized categories.

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Only one package may be purchased per season at the rate to be set by the Board each year.

Family members eligible include parent, spouse, son, daughter, son in law, and daughter in law.

Hours of play:

Weekdays except Ladies and Men's Day restrictions, as applicable to the restricted category and Saturdays, Sundays, and Holidays after 1:00pm.

Non played games are not refundable and are non transferable. However, if an upgrade to a playing membership is requested during the same playing season and there are unused games, said games would be credited to the cost of the new upgraded membership plan.

Guests may be introduced for play by the family member. Normal guest green fees apply.

Golf Pass games do not have to be played in the company of the sponsoring shareholder.

A locker, club storage, and access to the range are included.

Normal Club guest rules and restrictions apply.

1.16 Military Membership:

Share and entrance fee waived for active Military Service Men and/or Women

To be eligible for Military Membership the person must be able to produce: Regular Force Member Identification and Posting Message.

The regular food and/or beverage assessment would apply.

Section II - MEMBERSHIP POLICY

2.0 General

2.0.1 Incentive Program

As an incentive for referring new members to Breezy Bend, the Club offers a \$250 Food and Beverage Credit to any member directly responsible for the addition of a new member.

2.0.2 Honorary Life Memberships

The Board of Governors, at the recommendation of the Executive, may reward a long time member or recognize any individual member who has contributed to the Club in a significant way with an honorary life membership.

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2.0.3 Spring Open House / Fall Promotion

The Board of Governors, at the recommendation of the Membership Committee may at time to time offer a \$500 discount off the Club’s Entrance Fee as added incentive for new member to join the Club.

2.1 Pro Rated Membership Charges

When joining mid season the prorated charges would be as follows:

Joining prior to May 31 st	100%
Joining June 1st to June 30 th	80%
Joining July 1st to July 31 st	60%
Joining August 1st to August 31 st	40%
Joining September 1st to September 30 th	20%
Joining October 1st to October 31 st	10%

2.2 Resigning Membership during the Season or Going on Inactive during the Season

The following rebate formula will apply when a member resigns and/or goes Inactive in midseason. A letter of resignation and/or written inactive request is required.

Prior to May 31 st	60% rebate
June 1st to June 30 th	40% rebate
July 1st to July 31 st	20% rebate
August 1st to August 31 st	0% rebate

The rebate applies only to the annual dues paid by the member, less any fee paid to Golf Manitoba.

2.3 Inactive Status

A Shareholder who requests "Inactive Status" must pay a non-refundable fee of \$400.00 after receiving Board approval. On returning to active status, the Shareholder will pay a

prorated charge of the applicable annual membership fee as per Sec 2.0 based on the date of return.

If a Shareholder requests inactive status during the season, the Shareholder must pay the non-refundable fee of \$400.00. After receiving Board approval, the Shareholder will then receive a pro-rated rebate of any annual membership fees paid as of the date of the request.

2.4 Returning to Active Status during the Season

The following formula will apply when a member resumes full golfing privileges during the season after being in the "Inactive" category:

Prior to May 31 st	90% cost
June 1 st to June 15 th	85% cost
June 16 th to June 30 th	75% cost
July 1 st to July 14 th	60% cost
July 15 th to July 31 st	50% cost
August 1 st to August 14 th	30% cost
August 15 th to August 31 st	20% cost
September 1 st to September 14 th	10% cost
September 15 th to September 30 th	Zero cost

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2.5 Members Re-Joining in the Same Year as their Resignation

For members who have resigned and re-join in the same calendar year or prior to March 31st of the next calendar year, the following would apply:

1. Must purchase a new share at its current value providing they have Board approval to rejoin.
2. Must pay a \$1,000.00 transfer fee.
3. Must pay the pro-rated annual dues for that category as of the date of return to active status per sec 2.3.

2.6 Former Members Returning Within Five (5) Years

Former Members returning within 5 years of the date of his/her resignation must

1. Pay the current share value in full.
2. Pay the Club's current Entrance Fee less 50%.

2.7 Immediate Family Share Transfer

A Shareholder (*in the case of the death of the Shareholder, substitute "Executor of Estate" for Shareholder) may, upon written application to the Board of Governors for approval, transfer without cost, the share to a member of his immediate family (that is spouse,

son or daughter) on the understanding that the Shareholder's spouse, son or daughter must maintain a membership in accordance with Article II of the Club By-Laws.

2.8 Transfer of a Regular Shareholder to a Corporate Shareholder

In these instances, the costs for a share purchase and an entrance fee will be waived.

2.9 Husband and Wife (Separation/Divorce)

In instances where a husband and wife who have been playing on one share decide to legally separate, and if we receive formal written confirmation from the shareholder that he/she will no longer be responsible for the spouses club charges, then the spouse, if he or she continues to play, must purchase a share and be subject to all shareholder assessments. The transfer fee will be waived.

2.10 Share Redemption Policy

Shares must be surrendered to the Club by letter of resignation addressed to the Breezy Bend Board of Governors. The Club retains the right to refund Shares within a period of 6 months from the time of resignation.

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SECTION III - PLAY AND RULES

3.0 General Rules of Play:

- 1) The low handicap player in a group is responsible for monitoring the play of the group.
- 2) Sand traps must be raked after making a shot and rakes left lying down beside the trap.
- 3) Ball marks on the greens must be repaired.
- 4) Divots must be replaced or filled.
- 5) Pull carts and Golf Cars must never be taken on the greens or tees. Golf Cars must be kept at least 30 feet away from the greens or outside white lines if so marked.
- 6) Up to 5 golfers may play together only with the prior approval of the Club Professional.
- 7) No member shall tee off at the tenth tee except by permission of the Club Professional.
- 8) If a match loses in distance one clear hole, it must allow the match following to pass. In the case of a match that starts with a clear field ahead, and plays so slowly as to hold up the group following, it must allow the group following to play through.
- 9) It is the duty of players to insist on their right of passing under these rules, rather than be held back, and consequently, hold back the entire field following them.
- 10) Practicing is prohibited on the golf course. The Putting green is available for putting and chipping only. Pitching and lob shots can be practiced at the short game practice area on the range.

11) A single player has no standing and must give way to a following match of any kind.

3.1 Guest Rules

Each member will be responsible for course privileges (green fee register) at the Pro Shop before starting play. Guests may not use the course prior to being registered by the member.

No more than three guests may be introduced for play at one time and the member must accompany his / her guests in play. Not more than one guest per member may be introduced for play at one time on Saturdays, Sundays, or Holidays before 12:00pm, nor on Wednesdays between 2:30pm and 4:30pm. The member must accompany his / her guest in play.

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After 3:00pm on Saturdays, Sundays and Holidays visitors' green fees are reduced and up to three guests may be introduced for play at one time by the member at the reduced prices. No guest shall golf more than six (6) times during one golfing season.

Guest green fee rates are established prior to each golf season and the General Manager has the ability to reduce the rates as needed in the off season. Ten (10) game pass green fee booklets are available at a reduced rate.

3.2 Tee Time Reservation System

The Club has instituted a seven day ballot tee time reservation system which is done online via the club's website and/or GGGolf App. All members are asked to fill out and submit a ballot at least seven days in advance of their desired tee time.

We use a state-of-the-art tee time lottery system that tracks and closely monitors member tee times over the course of a season. There are two different processes being considered in the lottery. The first one is weighting by membership category and the second is the number of times people don't get their desired tee times. This is called percentage of failure in GGGolf. If you miss your tee time range one week, you will be more than likely to get it the next. The more times, percentage-wise, a member is successful in getting their desired tee time, the less likely that member will be successful the next time they enter a ballot. This 'Intelligent Lottery System' was created by GGGolf to ensure fairness for all club members and is used at many of the top golf clubs in Canada.

The tee time reservation system at Breezy Bend demands accountability and accuracy from the membership. Please make every effort to ensure that the names on the ballots are correct and that you are reserving the amount of tee times required. If you and/or your group are unable to use a tee time, please inform the golf shop as soon as possible so the tee time can be freed up for a fellow member to use. If your group is found to be reserving an incorrect number of tee times, for example booking for three groups and only two show up to play, a loss of prime time booking privileges will be the result.

3.3 Advanced Bookings

By a request to the General Manager, bookings may be made in writing to the Club's office up to ten days in advance for weekdays only (excluding holidays).

No more than two consecutive tee times may be booked. Bookings are subject to the normal restrictions that apply to all members for the booking of tee times. Normal Guest green fees apply. A \$ 75.00 penalty will apply for 'no shows' to those who fail to cancel their booking at least 24 hours in advance.

3.4 Dress Code Policy

The purpose of the Breezy Bend Country Club's dress code is to ensure that all members and guests know the expectations for appropriate attire in all areas of the Club. Golf

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attire should be neat, tailored, and consistent with the standards of the Club and the traditions of the game of golf.

General Guidelines

- All attire that conforms to the Golf Course and Golf Practice Areas Dress Code is allowed in all areas of the Club House and Pro Shop.
- Denim clothing maybe worn in the Clubhouse and Pro shop. All denim clothing must conform to expectations and restrictions as outlined in Denim Dress Code.
- Breezy Bend Country Club is a soft spike facility only.
- All Juniors 10 years and older are expected to adhere to Club Dress Code. Children nine and under are not subject to Dress Code but should be suitably attired.
- Headwear is to be removed while in the Clubhouse dining areas (with the exception of female members and guests).

3.4.1 Acceptable Attire:

Golf Course and Golf Practice Areas Dress Code

Men:

- Golf Shirts with collars (Classic, Mock, or Turtle) and sleeves – long or short.
- Slacks, Plus Fours, or Golf Shorts (not shorter than mid thigh while standing).
- Sweaters, Jackets, and Rain suits.

Ladies:

- Golf shirts with collars (Classic, Mock, or Turtle) and/or sleeves – long or short.
- Skirts, Shorts, Skorts, Culottes, and Dresses not shorter than mid thigh while standing.
- Slacks, Sweaters, Jackets, and Rain Suits.

3.4.2 Prohibited Attire:

- Any clothing in disrepair including: rips, frayed ends, or holes.
- Sweat pants, jogging wear, pants/shorts with side stripes, athletic shorts.
- Cargo pants or shirts defined by: loose out sewn side pockets.
- Tank or halter tops and short or cut off shorts.
- Inappropriate wording or symbols on apparel.

3.4.3 Guidelines for Enforcement of the Dress Code

The Board of Governors has instructed the Golf Club management staff to monitor and where warranted, refuse service and /or course privileges should these standards not be observed. Members may contact the Play and Rules or House Chairpersons with any concerns. A written form is available from the general manager.

Passed by the Board of Governors - May 2014.

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3.4.4 Denim Dress Code - Clubhouse

Be it resolved that Breezy Bend relax the existing clubhouse/pro shop dress code to permit the wearing of denim in the clubhouse, pro shop, and patio areas. Denim clothing is not, at any time, allowed on the golf course, driving range, short game areas, and putting greens. Denim clothing that is purchased new with rips, frayed ends, tears or other alterations is not acceptable. All denim must be in good repair, without any rips or tears, frayed ends or holes. All denim must not be tattered, dirty or ill fitting. Overalls, painter pants, and extremely low cut denim clothing is not permitted. Denim clothing will not be allowed at semi formal/formal club events.

3.5 Pace of Play

A round of golf at Breezy Bend ideally should be played in 4 hours or less. The maximum time for a round is 4 hours and 15 minutes while a group can finish no more than 15 minutes behind the group in front of them.

3.5.1 Course Starters

The Starter is the first on-course front line ambassador that our members and guests meet. The Starter directs the golfers to begin play in a timely and orderly fashion. The Starter also informs golfers of the rules of the course, including the following:

- Course conditions
- “Ready Golf” concept
- Cart rules
- On course safety and etiquette
- The expected duration of playing time and pace of play

3.5.2 Player Assistants / Marshals

Player Assistants or Marshals control the pace of play at the Club.

3.5.3 Action for Pace of Play Offenders

Player(s) who are identified by the Marshal/Course Host and confirmed by the Starter as having exceeded the expected time expectations for a round of golf will be reported to the General Manager who shall take the following actions:

Step 1: A form letter, identifying the pace of play concern(s), is sent to the offender(s). The letter is to be signed by the Play and Rules Board Member.

Step 2: In the event of a second pace of play infraction in the same golf season, a letter is sent from the General Manager. The letter will indicate the infraction and a desire to see an improvement in play pace. It will include suggestions to speed up play.

Step3: In the event of a third pace of play infraction in the same season, a letter is sent by the Club president indicating the seriousness of the issue and that sanctions may be applied. 15

Step 4: In the event of a fourth pace of play infraction in the same golf season, the offending player(s) are required to meet with the

Play and Rules Chair, General Manager, and Club President to rectify the concern. The meeting(s) must be held within 2 weeks of fourth infraction notification.

Step 5: In the event of a fifth pace of play infraction in the same season, the Board will meet to review the steps taken and determine next course of action. A suspension of playing privileges is recommended.

3.6 Golf Cart Policy - Wet Conditions

The Board has authorized the Golf Course Superintendent and/or the General Manager to close the course to the use of carts at their discretion and their decision in this matter shall be final.

The 90 Degree Rule is permanently in effect on the golf course. Members are required to keep carts on the cart path until they are even with a golf ball in the fairway. Only then should the cart leave the path, turning sharply (90 degrees) to drive straight across to the golf ball. After playing the shot, the cart should be driven directly back to the cart path, and then remain on the path until pulling even with another ball.

3.6.1 Handicap Flag Policy

A request in writing by a physically impaired member at Breezy Bend Country Club to take a cart when otherwise not permitted or to take a cart onto the fairways when carts are restricted to cart paths must be approved by the General Manager.

All members issued a handicap flag must sign the document with guidelines and if privileges are abused the Board of Governors has the right to terminate handicap flag privileges. If a member is approved for a handicap flag he/she may drive carts out on the fairways (using the 90 degree rule), when carts are restricted to the cart paths.

Carts may go 90 degrees but must stay on paths around tees and greens and par 3's. Carts must stay at least 30 feet from greens and carts are not ever allowed between greens and greenside bunkers.

3.7 Handicap Scoring System

Breezy Bend Country Club uses the RCGA's Handicap System via our GGGolf software. This handicap scoring system allows us to evaluate individual's golf skills so that players of differing abilities can compete on an equitable basis. The handicap scoring system is monitored by Breezy Bend's Handicap Committee a division of Play & Rules.

The Handicap Committee is responsible within the Club for all aspects of the handicap scoring system, including the computation of each member's handicap factor. The Handicap Committee must verify that all acceptable scores are reported for handicap purposes and that recorded scores are available for peer review.

The accuracy of an individual's handicap depends upon full and accurate information regarding a player's potential scoring ability as reflected by a complete scoring record. Every player must be responsible for entering all their scores. A scoring record is a file composed of the most recent 20 scores posted by a player, plus any eligible tournament scores, along with appropriate RCGA Course Rating, Slope Rating, course, and date of each score.

In general, the posting of scores should be made in person, immediately following the round at the course where the round is played, easily exposing scores to peer review. If a player fails to post a score, the Handicap Committee may post the score without the player's authorization

3.8 Complimentary Passes / Guest Green Fees

Appropriate guest green fees are to be established for club sponsored events at a rate to be approved by the Board of Governors. Board Members are granted six complimentary guest rounds of golf per golfing season. These rounds are not valid for any Tournaments - be they "outside" or "Club" events. Passes are to be given to each board member at the start of each golf season.

The General Manager may, at his discretion, grant professional courtesy rounds. Prospective members are encouraged to play the course. Current green fee rates apply. However, credit will be given for any "try out" game(s) played and paid for providing that the member joins during the season. Up to four (4) guest round passes may be given to the organizers booking an outside tournament or event for their use as prizes or "giveaways".

3.9 Competition

Breezy Bend members who are eligible to enter sanctioned club competitions, leagues, and championships must have an established handicap. A minimum of five scores are required to obtain an established handicap.

SECTION IV - CLUBHOUSE

4.0 Clubhouse / Member Rules

- 1) The General Manager, appointed by the Board of Governors, shall have charge of the management of the Club. Members shall neither directly reprimand the employees of the Club. All cases of complaint and constructive suggestions should be reported in writing or verbally to the General Manager or to the Board of Governors. All correspondence will be acknowledged. No member or guest shall attempt to pressure any club employee to violate or overlook job responsibilities or club rules.
- 2) The Club shall be closed one half hour after the bar closes. No members shall be admitted into or shall remain in the Club after these hours unless given special permission by the General Manager.
- 3) The meal hour and areas of service in the club during summer months shall be:
Weekdays: 7:00am to 10:00pm Weekends: 6:30am to 10:00pm
- 4) During the above noted hours, the Club will be open to all members and their guests. No private parties or entertainment involving departure from the ordinary routine of the Club shall be held on the Club premises without the explicit consent of the General Manager. The General Manager must post a sign notifying members of any changes to this policy.
- 5) Any Member found to be guilty of conduct detrimental to the best interests of the Club may, at the discretion of the General Manager and/or the Board of Governors, be reprimanded, suspended or expelled from the Club.
- 6) Liquor will be served in accordance with the Government Liquor Control Act and the General Manager has been instructed to enforce these rules and regulations. Liquor services will be as follows:
 - a) Hours of beverage service in the Clubhouse will be from 11:00 AM to closing.
 - b) Only alcoholic beverages purchased from the Club are allowed on the golf course.
- 7) All food and beverages consumed in the Clubhouse must be purchased therein.
- 8) All food bills not signed by members will be charged to the members account with an additional 15% gratuity added to the bill.
- 9) Tables in the Clubhouse are positioned in such a manner so as to ensure efficient service to all members. Tables must not be re-positioned by members nor shall chairs be moved to block aisles.
- 10) Last call for food service shall be one quarter hour after the course has been vacated. No members shall be refused food service if late off the course.
- 11) Only Members and family have Clubhouse signing privileges unless prior arrangements have been made by the member with the General Manager.

4.1 Members Accounts

All members wishing charging privileges must provide a valid credit card or a bank account number and complete the Member Charge Account Application Form (Appendix). Only those members who have completed this form will be granted charging privileges.

Credit cards or bank accounts will be charged, with member's prior approval, for monthly balance owing on their accounts. If charges remain unpaid over 30 days after statement due date said members' account will be paid by automatic withdrawal. For all subsequent months, said member(s) will be placed on automatic credit card payment or bank account withdrawal for their monthly balance owing.

Under no circumstances will a credit card or bank account be charged if a member has paid full monthly balance due within 30 days. All past due accounts (30days) are subject to a 2.4%monthly finance charge.

4.1.1 Unsigned Chits

All food and beverage chits that go unsigned in the coffee shop, at the crossroads canteen and beverage cart will have an automatic 15% gratuity added to the total.

4.2 Advertising

All advertising is arranged through the General Manager's office.

4.2.1 Tee Marker & Scorecard

The rates/costs for tee marker and scorecard advertising are reviewed on an annual basis.

4.3 Private Functions / Weddings

Bookings for private parties at Breezy Bend Country Club may be arranged through the Food and Beverage Manager. The Club can accommodate small or large groups for lunches, dinner parties, receptions, weddings, showers, business meetings golf tournaments and dinners.

Breezy Bend Country Club provides banquet and dance space for a maximum of 200 people.

During the summer months (May to October) a minimum charge (combined food, bar and corkage) is required for all receptions booked with ceremony. Saturday & Sunday ceremonies may be held no early than 4 pm, Friday ceremonies no early than 4:30 pm

A deposit is required to confirm your booking: A \$1,000 deposit is required and is applied to your total function cost. For anniversaries, birthdays, meetings, tournaments, etc. a minimum deposit of \$200 is required and applied to the total function cost. Deposits are refundable up until six months prior to your event unless the date is resold. Deposits are forfeited in the event of damage to or loss of club property or equipment.

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Prices are guaranteed three months prior to your event.

All food items must be provided by Breezy Bend Country Club or a licensed vendor.

Any Food item brought into Breezy Bend Country Club from an outside licensed source is subject to forkeage fee of \$2.50 plus taxes and service charge per person.

All prepared food & beverage items supplied by Breezy Bend Country Club are property of the club. For health and insurance reasons, club policy does not allow the removal of food from the premises.

All outside decorating services must be contracted by Breezy Bend Country Club in accordance to the client's wishes and club regulations.

Breezy Bend Country Club reserves the right to limit any function decorating. Any decorations other than those mentioned free of charge or ordered within the Banquet portfolio will be supplied by BBCC and set up at the convener's cost. Timing of the set up and removal of additional decorations must be approved by the Club and is dependent on availability. All set ups and take downs must be carried out by Breezy Bend Country Club employees.

Confirmation of the number of guests attending and any special dietary requests are required 10 days prior to the event. Billing will be for the number of guaranteed or the attendance, whichever is greater. Breezy Bend will prepare for 5% over the guaranteed number, up to a maximum of five people.

100% of the estimated bill must be paid ten days prior to the event.

Breezy Bend is at no time responsible for presentation money or gifts.

All food, beverage, decorating services and other charges are subject to 7% PST, 5% GST, and 15% service charge.

In order to be assured your menu selection, it is necessary that Breezy Bend receive menu selections and final details of the event no later than 14 days prior to the event date.

The organizer of the function is responsible for the conduct of any attendee or damage caused by any attendee.

Manitoba liquor control commission laws govern all functions where liquor is served. All function space must be vacated by 1:30 am. A surcharge of \$75.00 per hour will be levied after this time.

4.4 Tournaments

Commercial tournaments may be held on Mondays or Thursdays

Tee off will commence at 12:00pm or 12:30pm

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A guarantee of a minimum of 92 players is required for a shotgun start.

Shotgun start tournaments will use a Texas Scramble format. If the field falls to less than 100 players, tee off times may be assigned.

A deposit of \$500 is required to confirm a shotgun start tournament. The deposit is applied to the overall cost of the function and is forfeited in the event of cancellation.

Smaller tournaments may be held at the discretion of the General Manager.

Tournaments must book a portion of the clubhouse for post-golf activities (Banquet/Dinner).

All food and beverage consumed in the clubhouse must be purchased from the club.

Only alcohol purchased through Breezy Bend is permitted in the clubhouse or on the golf course as per MLCC regulations.

At the discretion of the Club Professional, a Course Marshall may be employed for each Tournament.

Any exceptions to the above require Board approval.

Section V - GUIDELINES FOR CLUB GOVERNORS

5.0 Introduction

The effective management of a golf operation requires the involvement and talent of various stakeholder groups. Unlike the bureaucratic management of public and corporate courses, most private golf clubs are managed through a board. Membership interests and philosophies are respected through participation on an elected board of governors and member driven committees. The interaction of the board and committees, with various management experts, allows for a golf operation's continued success.

Effective "governance" is often determined by the quality of leadership displayed in a board. Good leaders surround themselves with good people and it is the strength of

their relationship that will determine the outcome of the operation. Professional management is a key in the operation, and their interaction with the board is vitally important. In building any relationship, trust, support and communication are the cornerstones to it being successful.

Selecting the appropriate individuals to serve on a board is critical to the quality of discussion and decision-making. In a golf club setting, you want to ensure that all factions of the Club are represented and fill roles with individuals who have specifically related backgrounds, i.e. chartered accountant as treasurer, lawyer as secretary, etc. It is wise to test out prospective board members by first placing them on committees. After a few years you can determine their level of commitment and contribution to the Club. You want to avoid individuals who dominate the discussion, appear to have personal agendas, and generally do not have the best interests of the Club in mind. A good board is one driven by consensus, not dictatorship.

Orientation of board members is key to ensuring the on-going success of a board. The general manager often plays a big part in this process as he can outline their specific duties and provide the opportunity to familiarize themselves with each other. The most important point is understanding each other's role in the Club. The board's function is policy, direction, planning and communicating, and the general manager's role is operations, recommendations, execution, and evaluation. Good governance, particularly in a volunteer setting, is allowing the general manager to manage the day-to-day affairs of the Club and the board to provide direction and establish policies.

Communicating regularly with your constituency is critical to the governance process. Letting the members know of the board's actions and allowing them the opportunity to speak creates an atmosphere of trust and respect. A question often asked in the planning process is, "Do we know what the members want?". A good board is one that has a strong pulse on the members' wishes and desires.

Improving upon good governance is always challenging but necessary. The path to better governance lies in better human relations. Constantly working at the board-management-member relationship and clearly understanding our roles, mission, and goals of the operation is a definite formula for success.

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5.1 Overview of the Board

a) Structure

The board should be organized in such a way that board members and committees can assume the proper active role in all of the board's functions.

b) Board Member Involvement

Governors should demonstrate a high degree of interest in their roles and responsibilities. They should be genuinely concerned about the Club's operation and the social forces that affect the design and delivery of programs and services at the club.

c) Knowledge

Governors should be well informed about the Club's problems, current capabilities, and future prospects.

d) Rapport

Governors should have mutual respect for each other, regardless of any differences of opinion. In addition, they should maintain a productive, team-like working relationship with other board members.

e) Sensitivity

The board should be representative of, and sensitive to, the different constituencies and viewpoints contained within the Club's membership.

f) Sense of Priorities

Governors should be concerned with important short and long term issues, and not with matters of a trivial nature.

g) Direction

The president should be extended respect and be strong and skilled in making sure the various points of view are expressed in reaching satisfactory board decisions.

h) Strength

The board should be strong enough to achieve good policy decisions. It should not be overpowered by the efforts of special interest groups.

5.2 The Role of the Board

Board members are elected to provide guidance and strategic direction to managers and staff. The protection of member interests is the main mandate and is done through the following roles:

1. To act as the trustees for the club on behalf of its members.
2. To approve the club goals and objectives.
3. To establish club policy and guidelines for the Club's operations.
4. To be legally accountable for all aspects of the Club operation.
5. To authorize all programs organized by the Club.
6. To properly evaluate the rules that governs the Club's operation.
7. To select and then annually evaluate the general manager.
8. To ensure the existence and updating of the Club's long-range plans.
9. To review the board's own performance.

10. The board has both oversight functions and decision-making functions.

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5.3 Board Meetings

Board meetings should be justified and take full advantage of time and resources available. Decision making is most effective when meetings are coordinated and managed according to the following purposes:

1. To hear about the progress and achievements of the various departments and staff of the Club.
2. To hear reports from Club committees and to make policy decisions where required, based on these committee reports.
3. To make policy decisions.
4. To inspire board members toward greater service.
5. To provide a vehicle for board members to meet other board members, staff, and other club members.
6. To maintain control over the organization and give guidance to committees and staff.
7. To legitimize the existence of the board and its mandate.

8. To communicate important information.
9. To plan board and Club operations.
10. To respond to legal requirements for staging board meetings.

5.4 Characteristics of a Successful Board

The effectiveness of a board of governors depends on a set of characteristics and qualities. Successful boards should employ the following elements:

1. Every board member accepts every other board member with due appreciation for their strengths, and a tolerance of their differences.
2. There is an easy familiarity of approach among board members with a full awareness of one another's background and general viewpoints.
3. Everyone is concerned with board decisions and helps to make them.
4. The contribution of each board member or group is appropriately recognized.
5. Board members should have a sense of being rooted in an important tradition and of providing continuity for a program that has been and continues to be important.
6. Alternatively the board members can launch new and exciting objectives, and can be constantly challenged by the need to be innovative.
7. The attitude of the board is forward looking and is based on a confident expectation of growth, development and change.
8. There is a clear definition of responsibility so that each person knows what is expected of him or her.
9. The members of the board can communicate easily with one another.
10. There is a sense that the whole board is more important than any one board member or position.
11. There is a capacity to resolve dissidence and/or discord, or if such cannot be resolved, to maintain perspective.
12. There is acceptance of and conformity to a general code of behaviour usually involving courtesy, self discipline and responsibility.

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13. There is an awareness of the fact that in all boards there are clusters or pairs of people who tend to like or dislike one another, as well as some who may not have any involvement with others. However, there should be a capacity to use these personal

relationships as effectively as possible to achieve the larger purposes of the board and the membership.

14. There is an ability to recognize and use wisely the influence of individual board members that arises from their power, their connections, their influence, social status, age and/or ability.
15. In the case of internal conflict, board members have the capacity to examine the situation objectively, identify the sources of difficulty, and remedy them.
16. Board members share a clear understanding of, and a commitment to, the overall objectives of the Club's members.
17. Establish a revolving strategic plan and conform to it.

5.5 The Board and the General Manager

A Board of Governors, through committees and sub-committees, will work closely with the General Manager in order to achieve objectives. The General Manager, along with

managers and department heads, whom he or she oversees, are responsible for the daily operations of the Club.

5.6 Responsibilities of the Board

The Board of Governors has distinct roles to perform and responsibilities over Club matters. The following are roles and responsibilities of the Board:

1. Makes final determinations on policies related to personnel, finance, public relations and Club services.
2. Has expertise in a variety of technical and leadership areas needed by the Club.
3. Should know the history, purpose, programs, policies and practices of the Club.
4. Is prepared through past experience and interest to properly represent the board and the membership.
5. Is expected to have a general knowledge of those duties that have been delegated to staff.
6. Must evaluate the work and performance of the Club with the assistance of the General Manager.
7. Must evaluate the work and the contributions of the board and the board members.
8. To support the concept of the staff being responsible to the General Manager.
9. To share all communications with the General Manager.
10. To provide support to the General Manager and other staff in carrying out their professional duties.
11. To support the General Manager in all decisions and actions that are consistent with the policies of the board and the general standards of the Club.
12. To hold the general manager accountable for the supervision of the Club.
13. To evaluate the work of the general manager.

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5.7 Responsibilities of the General Manager

The General Manager is responsible to the board of governors for the complete operation of the Club. With approval of the board, he makes and executes all contracts. He is responsible for interpreting and applying policies, for controlling departments' activities, and for conducting public relations. He has the authority to supervise, direct, and train all department heads.

All department heads report directly to the General Manager who, in turn, works closely with the various committee chairs.

The General Manager attends board meetings for efficient communications between the board members, employees of the Club, and the membership. He sees that all decisions of the Board pertaining to the Club are carried out.

The General Manager shall be responsible for:

1. Carrying out the work authorized by the Board of Governors.
2. Assuring he or she is properly trained and experienced in the field and has the professional skills needed to carry out the work of the Club.
3. Understanding the job to which he is assigned.
4. Learning about the Club members he serves.

5. Making the day-to-day decisions required to complete the work of the Club.
6. Consulting with other staff and professionals to help make wise, thoughtful recommendations to the board.
7. Acting as a bridge between the board and the Club members and as a link between the various departments and staff.
8. Helping to direct the work of other staff members, to define their duties and to give them appropriate support.
9. Assist the board to make good decisions based on quality information and effective strategic planning.
10. To give counsel and advice and to give the benefit of his judgment, his expertise, and his familiarity with the Club's operations.
11. To consult on all matters which the Board is considering.
12. To delegate responsibility for all executive and management operating functions at the Club.
13. To handle the administrative details within the Club.

5.8 Responsibilities of Board Members

As a governor, you will have certain responsibilities in addition to attending Board meetings. One of the most important is helping to build membership participation in all club functions. Only through widespread membership participation in all aspects of the Club, both on and off the golf course, can the Club be financially successful. Encourage member participation. As a governor, make it a habit to patronize your Club regularly. Observe all staff members and their approach to their work in trying to please the entire membership

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5.8.1 Relationship with the Members

Be sensitive to member complaints, comments or concerns and report them to the General Manager or the proper committee.

5.8.2 Relationship with Fellow Board Members

As a governor, keep in mind that you are representing all of the members of the Club and not just a select few. Your decisions as a board member should be based on what you honestly believe are best for the membership and the Club as a whole. Disregard

your personal feelings and try to be completely objective. At board meetings, remember that your fellow governors are as sincere in their beliefs as you are in yours.

5.8.3 Relationship with Club Staff

In your relationship with the employees, do not usurp the General Manager's authority by disciplining or asking for special favours of any of the staff. Remember that disciplinary action should be carried out through the General Manager only. Convey any complaints to him immediately. Any corrective action is only effective when initiated promptly.

5.9 Offices and Committees

As a Governor, you may be a chairman of one of the standing committees as outlined in our Club By-laws. The General Manager, with the assistance of the Food and Beverage Manager, Golf Professional, and Golf Course Superintendent, can be helpful to you. Do not hesitate to ask their advice or to call upon their background of experience. All committees will work closely with the General Manager. All should look on him or her as a retained consultant available to help solve any operational problems.

Board members are expected to read and be completely familiar with the Club's By-laws, here are brief descriptions of the duties and responsibilities of the key officers and standing committees.

5.9.1 Board of Governors

The control and management of the Club and its affairs, funds, and property is almost invariably entrusted to the board. Power to mortgage Club property is exercised only by a majority of the members eligible to vote at a duly constituted meeting. The board consists of up to 15 Shareholders of the Club, each elected to serve a specific term of one or two years.

The board has charge of affairs and property, and it supervises those responsibilities through the general manager, who supervises the golf professional, golf course superintendent, food and beverage manager and Club employees.

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5.9.2 President

The President presides over all meetings of the Club and the board, and has general supervision over the affairs of the Club. The President is an exofficio member of all committees. He or she appoints standing committees provided for in the Club bylaws, and he may appoint committees authorized by the board.

5.9.3 Vice President

The Vice President exercises all powers of the president during the absence of that officer. In the absence of the president, the board may elect a president pro temp. The

Vice President may also be responsible for carrying out special projects as assigned by the President.

5.9.4 Treasurer

The Treasurer is responsible for the collection and disbursement of all funds as directed by the board. Club staff handles the daily bookkeeping, preparation of cheques, monthly statements, etc.

The treasurer is responsible for the budget and financial comparisons on various costs for the board.

He or she provides a statement on the Club's financial condition to the board at each monthly meeting. His report of financial transactions for the preceding fiscal year is embodied in the annual report of the board. The Club's books and accounts are audited annually by a certified public accountant appointed by the board of governors.

5.9.5 Secretary

The Secretary supervises all official correspondence, subject to the general supervision of the president.

He ensures that notices of all Club and board meetings are mailed out as stipulated in the Club bylaws.

The Secretary keeps records of meetings of the club and the board, keeps a list of members, and performs such duties as the board directs, or as required by the bylaws.

5.10 Committee Duties

Committees are not policy-making bodies, but they can and do investigate and recommend policies when they consider it necessary. Committee members should have special knowledge related to the operation of their committees. No committee can incur financial obligations beyond the funds appropriated by the board, unless authorized by the board. Committees should coordinate all activities and meetings through the general manager. The secretary of each committee should keep minutes or

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memoranda of meetings, filing a copy with the general manager after each meeting. These minutes would be available for use by future committees.

5.10.1 Executive Committee

This committee is composed of the President, Vice-President, Secretary and the treasurer. It convenes at the call of the president, and has the powers of the board between board meetings, except the power to amend bylaws.

5.10.2 House and Social Committee

With help and advice from the General Manager, subject to approval of the board and in accordance with the bylaws, this committee, through the General Manager, is responsible for the clubhouse and its contents.

It is the house committee's duty to assist the General Manager to make recommendations on the use of the clubhouse, improvements to it, establishing menus, costs of liquor and meals, and serving hours in the clubhouse, bar, dining room, etc.

It is not the job of the committee to manage, but rather to be of assistance to the General Manager if and when required.

The committee should also be responsible for ensuring that all food and beverage services are maintained at the highest possible levels and be responsive to any membership complaints and/or concerns in this regard. It is not the function of the House Committee to micro manage the General Manager, food and beverage manager

or the chef, but rather to hold each of them accountable in respect of the product which they are capable of producing for the benefit of the members.

5.10.3 Building Committee

The Building Committee in conjunction with the General Manager insures that the clubs physical plant is maintained in the best possible condition to better serve the members. The general maintenance of the mechanical equipment, building maintenance, plumbing, air conditioning, heat, light, power, sewage treatment plant and other services both in the Club house and the turf management centre and other such structures on the course fall under the jurisdiction of the building committee.

The committee's responsibilities are to bring forward and to notify the board areas of concern in respect of the physical structures of the Club, as they may affect member services. In addition, the building committee should be concerned in respect of any construction or renovation projects and the budgeting for any such projects. The committee may assist the General Manager in respect of the review of any quotations and/or other plans which may arise for recommendation for approval by the board.

The committee should attempt to maintain a pool of volunteers available to assist in respect of such projects where available and assist in the prioritization of such projects, not only on a maintenance level, but also on an improvement basis period.

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5.10.4 Fundraising and Marketing Committee

Chaired by the Fundraising and Marketing Chair, this committee, under the direction of the General Manager, will manage the process through which club goods and services move from concept to the club membership and /or related agencies. In general, marketing is coordinating development of product, determination of cost, selection of channels to reach club members or potential clients, and promotional strategies to meet product ends.

Further the committee informs the membership of upcoming Club events and other items of Club interest. It uses the Club's newsletter and calendar for this purpose. The committee actively assists in production of the newsletter. The committee promotes the use of Club facilities and services. The committee ensures the completion and accuracy in developing and distributing club roster each year.

To achieve marketing and public relations goals the committee in coordination with the board and General Manager uses all appropriate media reasonably and responsibly.

The Fundraising and Marketing Committee assumes responsibility for any internal and/or external fundraising for the club in conjunction with the General Manager. Such responsibilities do not extend to non-club sponsored golf tournaments or external functions, other than in a general sense.

The Fundraising Committee should be alive to opportunities and consult with such other committees as necessary in assisting in the planning of any events with the General Manager. The committee is also charged with attempting to develop new ways to raise additional funds for the club from whatever source may be available, either internal or external. Primary function is to assist the

General Manager as a source of advice and opinions, as well as ideas.

5.10.5 Membership Committee

The Membership Committee receives all applications for membership as well as resignations or requests for change in classification of membership. These proceedings are covered in the bylaws of the club, as well have been dealt with by way of board policy in the past. Once again, with the creation of a proper and complete policy manual the committee should be in a position to review periodically existing policies of the board.

The Committee is to make recommendations to the Board in respect of the classification of memberships, and their privileges, marketing suggestions regarding the attraction of new members, issues arising regarding the retention of existing members, and assisting the General Manager in respect of other member satisfaction related issues. The committee should not be overly concerned about potentially trespassing into the areas of responsibility of other committees for discussion purposes in that it is assumed that coordination between committee chairs will not result in diverging recommendations to the board.

The Membership Committee should be proactive in so far as possible in respect of recruitment of new Members and should assist the general manager by way of participation of planning of any such events. Activities involving existing Members

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intended to promote or enhance the benefits of membership at the club may also be recommended by the Committee to the General Manager.

5.10.6 Finance Committee

Chaired by the Treasurer, this Committee advises the Board on all matters pertinent to the Club's financial well-being, helps committee chairmen and the General Manager prepare the budget, presents the budget to the board, and, after acceptance, confers with the various committee chairmen to acquaint them with the final budget.

The Committee should analyze monthly financial statements, making comparisons with budgets for the board, and review with committee chairmen items that seem irregular.

This Committee is responsible for planning, arranging, and recommending the financial policies and affairs of the Club, including the budget and accounting systems. It works under the board and should work closely with the treasurer and the general manager.

This Committee reviews investments and recommends changes. It reviews, with the General Manager, the status of any delinquent Member's account and recommends action. It may review the dues structures and initiation fees to ensure that this income is adequate. It often reviews mortgage, insurance, and banking arrangements to see that the provisions are met, reporting any irregularities to the Board.

5.10.7 Greens Committee

The Greens Committee in conjunction with the General Manager and with the assistance of the Golf Course Superintendent are responsible for policy in respect of physical maintenance of the golf course, Club house grounds, road ways and parking areas. The committee may be involved in prioritization of work of a maintenance nature of the

course as well as recommendations to the Board for the purchases of equipment, golf course renovations or alterations as outlined by the golf course superintendent and approved by the General Manager.

The committee shall be alive to all complaints and queries of the membership and shall bring forward to the board any such concerns together with suggested remedial action involving the golf course, Club house grounds, roadways and parking areas.

The committee should be involved in long term planning and any respective golf course renovations or improvements. In conjunction with the General Manager, it should put forth recommendations to the Board in respective priorities of any projects for the purposes of future budget planning.

The committee should also organize and maintain a pool of volunteers to do such work as may be necessary from available Members of the club on a volunteer basis for improvement of golf course and grounds.

The committee should closely coordinate with the General Manager and golf course superintendent. The Greens/Turf Care Committee is not responsible for the management of the golf course and is to be a policy

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generating committee, as well as an information gathering and advisory group to assist the golf course superintendent and General Manager.

5.10.8 Play and Rules Committee

The Play and Rules Committee, in conjunction with the General Manager and the Golf professional, shall research and answer any and all questions in respect of golf rules raised by the members. It is also responsible for the local golf rules and the amendment of those rules in accordance in the RCGA and Manitoba Golf Association rules of play.

The Play and Rules Committee shall also be responsible in respect of handicapping matters and insuring to the best of its ability that appropriate handicaps are kept by the Members.

Play and Rules will have input in respective issues arising out of Member complaints and/or concerns in respect of the golf course operation as they affect such things as pace of play .

Play and Rules is responsible to assist the General Manager in respect of any course or Club related incidents involving breaches of etiquette by any Club Member, tournament or guest.

5.10.9 Golf Operations Committee

The Golf Operations Committee in conjunction with the General Manager and with the assistance of the Head Professional is responsible for policy in respect to the golf operations of the golf course. The pro shop, the back shop, carts/cart shed, range and all matters dealing with golf at Breezy Bend will be within the committee's mandate. The committee may be involved in prioritizing golf initiatives and supporting the golf operations staff in fulfilling their mandate to the membership and guests.

The committee shall be alive to all complaints and queries of the membership and shall bring forward to the board any such concerns together with suggested remedial action in the area of golf operations.

5.10.10 Men's and Women's Club Captain

The Men's and Women's Club Captain represent all BBCC members in good standing. They are essentially the conduit between the members and the Board of Governors.

The Club Captains will work with each other and the General Manager to establish the dates for all Club Tournaments. The Captains will help set the format and rules of play for member's tournaments. In addition, they will support the General Manager and Head Professional in organizing, arranging and running of Breezy Bend Country Club members' tournaments/events.

The Captains will follow-up with the General Manager to have a financial summary prepared after each tournament and a year-end tournament financial statement.

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The respective Captains will sit on the committee of the Ladies Best Ball and the BBCC Member Guest as well as any other major golf events that may require a committee. The Captains will help in running and organizing these events.

All disputes, Clubhouse/Member rule infractions will be brought to the attention of the appropriate Club Captain. The General Manager and the Captains will be the arbitrators for all disputes and their decision will be final.

The Club Captain is expected to communicate effectively with members, Golf Operations Committee, the Board and the Management of the Club on all relevant golf matters.

Maintain regular contact with the Play and Rules Advisor to the Board, and follow up with members where Play and Rules issues become serious.

The Club Captains would not be responsible for discipline of members that pertain to interactions involving staff members or egregious actions taken by a member. This would be the responsibility of the Executive of the Board.

5.10.11 Other Committees

In addition to the aforementioned committees, the President may appoint or create different committees from time to time that have been assigned special tasks and have been given special mandates.

In general, these committees are responsible for programs, rules, activities, and maintenance in their respective areas. Such committees are charged with stimulating interest and informing members of the various activities under their jurisdiction. They are expected to keep well informed in all areas and to work closely with the General Manager.

