

## **1. December 2023 Meeting information**

- a. Meeting – in person
- b. Location – agronomy lunchroom
- c. Manager: Connie Rose
- d. Next meeting for the month of January 2024, will be in person. Please note a new location and revised date for the January 2024 meeting, it will be held at Corporate office in the board room. 1:00 pm on Tuesday February 13, 2024.
- e. Attendance for the December 2023 meeting.
  - a. Agronomy – Doug
  - b. Horticulture – Sue, Connie
  - c. Golf operations:
    1. Golf Shop – not in attendance
    2. Golf Services – not in attendance
    3. Course Marshals – not in attendance
  - d. F & B On Course Service – not in attendance
  - e. Tennis – Fred
  - f. BMAC – not in attendance
  - g. Maintenance workshop – n/a

## **2. December 2023 Department Updates**

- a. Agronomy – one incident report - worker was operating dew removal apparatus, when the equipment experienced a malfunction with one of the arms coming detached and hitting a tree and spinning the utility vehicle. Corrective action assigned. No medical attention, no missed time. Monthly summary submitted.
- b. Horticulture – nothing to report. Monthly summary submitted.

\*Horticulture first aid attendant was informed of a F&B incident regarding a cut finger while using a mandolin slicer. Worker provided their own first aid, no missed time and no medical attention.
- c. Golf Operations:
  1. Pro Shop – No monthly summary submitted.
  2. Golf Services Update: No monthly summary submitted.
  3. Course Marshals Update – No monthly summary submitted.
- d. F & B Update: No monthly summary submitted.
  1. Members lounge
  2. On course beverage cart service
  3. Comfort 10 Mountain Course
  4. Comfort 11 Valley Course
  5. Lift Pool Side Bar and Grill
  6. Lift Coffee and Juice bar
  7. Hub storage area

- e. Tennis Updates – Nothing to report. Monthly summary submitted.
- f. BMAC – No monthly summary submitted.
- g. Maintenance workshop – n/a

### **3. Follow up**

### **4. Department inspections – high risk departments due in January 2024**

- 1. Agronomy
- 2. Horticulture
- 3. Pro shop
- 4. Golf services
- 5. Course Marshals
- 6. F & B business
  - a. Members lounge and TOW
  - b. On course service Mountain and Valley course
  - c. Comfort 10 Mountain course
  - d. Comfort 10 Valley course
  - e. Hub storage area
  - f. Lift Coffee and Juice
  - g. Lift Poolside Bar
- 7. Tennis
- 8. BMAC
- 9. Maintenance