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Subject: Position of NBGA Director

Effective: April 1, 2006

Preamble: Historically at Sussex Golf & Curling Club, the position of New Brunswick Golf Association Director (formerly known as Governor) was held by the Immediate Past President of the Club's Board of Directors. Since the office of our Club's Past President changes with the election of a new President every year, the resulting effect was that no one Director was able to form any relationships or gain an in-depth knowledge or even a real interest in the affairs of the provincial body, making our representation less than meaningful.

1.0 Purpose: To provide for the Club's presence within the New Brunswick Golf Association's governance structure in a manner which adheres to the NBGA's requirements and ensures that the Club's interests in provincial golfing affairs are attended to in a consistent manner by a representative with a keen interest in such matters and a broad knowledge base that comes with experience gained over a period of years.

2.0 Definitions:

- a) "NBGA" refers to the New Brunswick Golf Association.
- b) "Director" is the position formerly known within the NBGA as "Governor".

3.0 Standard Appointment of NBGA Director:

The position of NBGA Director will be filled by appointment by the Club's Board of Directors with the expectation of a minimum 3-year commitment. The Board will seek to appoint a participating golf member who holds a Class A share in the Club and who has demonstrated an interest in provincial golfing affairs. The appointment will be timed to coincide with the Club's annual general meeting and the election of a new Board of Directors.

4.0 Length of Term of NBGA Director:

- a) The NBGA Director will initially serve a 3-year term.
- b) Should the current NBGA Director wish to extend his or her service and the Board of Directors is satisfied that the position has been successfully executed, the term may be extended for up to 3 more years by mutual agreement. There will be no set limit to the number of times a term is extended, but neither is there a guarantee that the Board of Directors will agree to an extended appointment.

5.0 Inability of NBGA Director to Serve Expected Term:

Where the NBGA Director becomes unable or unwilling to complete his or her full term as NBGA Director, the Club's Board of Directors will appoint a replacement who meets the same criteria as in 3.0 above. The term of the replacement appointment will be at the Board's discretion.

6.0 Roles and Responsibilities:

- a) The NBGA Director will fulfill his or her role according to the NBGA's "Roles and Responsibilities of Directors".
- b) In the event that the NBGA Director cannot attend a meeting at which Club representation is expected, he or she will ask a Board member to attend as his or her designate.

c) The NBGA Director (or his/her designate) will report in writing to the Club's Board of Directors in a timely and efficient manner.

d) The NBGA Director will attend Club Board meetings as requested, as he or she sees necessary, and/or as he or she is able.

7.0 Expenses:

a) Mileage to and from meetings and meals incurred in the course of attending meetings will be considered reimbursable expenses; mileage will be paid at the Club's current rate.

b) Accomodation will be paid when the anticipated length of the drive, one way, exceeds 2 hours, and the meeting starts before 9:00 a.m. and/or ends after 6:00 p.m. Whenever possible, overnights should be limited to one night per meeting; the General Manager must approve more than one night's accommodation to attend one meeting prior to the meeting date.

c) Expense claims are to be submitted on the Club's standard form, with receipts for meals and accommodation.

d) Alcohol purchases will not be reimbursable, and should be purchased on a separate receipt from meals.

e) Expenses for traveling companions will not be reimbursable.

8.0 This policy will be reviewed annually by the Board of Directors, with consideration given to any changes required to keep it relevant and current.