

Meeting Minutes

New Prague Golf Board

Tuesday March 22, 2011

New Prague Golf Club

The meeting was called to order at the New Prague Golf Club at 6:32pm by Vice President Anderson with the following members present: Eric Kallal, Kevin Berglund, Dwayne Anderson, Jeremy Stafne, Curt Guerrette and Jenna Tuma. Mark Bartusek was absent.

City Staff Present: Mayor, Chuck Nickolay

Golf Staff: Jeff Pint, Sly Stocker, Kurt Ruehling, Wade Brod

- Elect Officers (President and Vice President)
Eric Kallal nominated Dwayne Anderson for President...discussion...Guerrette 2nd; motion was carried 5-0
Jeremy Stafne nominated Curt Guerrette for Vice President...discussion...Berglund 2nd; motion was carried 5-0.
- Approval of minutes from February 22, 2011 meeting (M – Guerrette, 2nd – Berglund), the motion was carried 5-0.
- Approval of claims for payment, phone rental was discussed; Kurt and Wade will determine if the elevator's line is still active; 2 phones (rental/lease) and 1 line were eliminated. Tuma questioned the "dynamics" of the water bill. Berglund made the motion to approved claims for payment (M – Berglund, 2nd – Kallal), the motion was carried 5-0
- February 2011 financial reports (Income Statement and Balance Sheet). Membership numbers and revenue generated was discussed. Tuma asked about Junior Golf and the practice range revenue lost due to the netting being down and unable to be repaired. Brod indicated that Junior Golf will be given more focus. Kallal discussed ideas for the Junior Golf Program, with Brod and Ruehling adding suggestions. There was additional discussion about the practice range and planned to make an agenda item at future Golf Board Meeting. Guerrette made the motion to approve the financial reports with the following adjustments: (M – Guerrette, 2nd – Stafne), motion carried 5-0
 - R&R Products, Inc (Machinery Parts) is in the wrong category
 - From: Irrigation (4513-222)
 - To: Machinery Parts (4513-221)
 - License Fee/Registration for Insurance is in the wrong category
 - From: 4511-460
 - To: 4512-460
- Aerification Update

- Golf Club does not own any aerification equipment and would need to borrow, rent or contract for aerification services
- Pint commented on aerification process at the Golf Club. Jeff stressed it is a process that must start sooner than later and noted it would be difficult to determine potential savings. Jeff explained that an aerification program would allow the root system to get deeper into the soil, which would allow for hardier turf. Over time, less water and fewer chemicals would be required to maintain the turf upon implementing a regularly scheduled aerification program. Pint also discussed the worm castings, in the fairways, that are an issue in the spring and during the golf season if conditions are more wet than normal or a result of the watering program (due to current turf conditions with more shallow roots) required throughout the summer. Pint noted that worms do not like a wet surface...a deep tine core aerifying program would allow improved turf drainage keeping the worms down. Stafne brought up the wear and tear on the equipment for the reels and bed knives cutting through the dirt casts (from worms). Jeff noted the equipment wear would be minimized with a regularly scheduled aerification program, which would result in savings on the equipment hardware and labor hours to sharpen and repair equipment.
- The aerified surfaces also allow the water in wet conditions to move through the ground faster (i.e. spring melt and heavy rains). This would allow golfers and carts onto the Golf Course sooner. Jeff explained that the aerified surfaces will also improve playability (i.e. ball roll and less mud on the ball as turf and soil would dry faster).
- The Golf Staff will continue to study the potential aerification savings.
- The bonding and capital equipment process was also discussed. Brod updated Golf Board on the process and indicated that golf financials need to show an improvement in order for City Staff and Council to consider capital purchases (i.e. increased memberships vs 2010, revenue and expense improvements vs 2010, etc...). Brod noted that the City is in the process of putting together a bonding package in the June timeframe and the Golf Club capital could potentially be added to the bond pending improvements in the golf operations.
- Jeff commented that the price for the demo equipment the Golf Club used last season is available right now and would represent a savings of \$5,000 to \$6,000 vs new equipment. This demo equipment would likely not be available for purchase in the June timeframe.
- Berglund suggested the Golf Club should investigate potential short term financing options prior to the bonding in order to achieve the potential savings on the aerification equipment. Berglund made the motion investigate short term financing options (M – Berglund, 2nd – Kallal), Stafne abstained from vote, motion passed 4-0. Brod took the action to review finance options with City Staff.
- Pint indicated that the maintenance fundraiser has not purchased equipment over the past few years with the money raised at these events, which is leading to fewer participants. Kallal wondered if we should have a maintenance fundraiser event in spring. Stafne

commented that some golf courses raise \$10,000 or more with their fundraisers. Plan to look at the May Event Schedule to determine potential fundraiser date.

- Review Draft Management Plan
 - Brod highlighted some of the key points including food serving, alcohol awareness, and staff training. Guerrette asked if any caterers requested exclusivity. Brod presented the board with items discussed from the meetings with caterers, but noted that selecting 1 caterer would not allow the flexibility required for the operations.
 - Brod will revise plan for further review.
- Consider Resolution Amending 2011 Golf Budget. Stafne questioned moving the money into merchandise from projected budget saving categories. Discussion about the merchandise revenues projected vs the COGS merchandise budgeted. The current budget would require over 100% margins to hit projected merchandise revenues. Current merchandise plan is to order minimum amount of merchandise and then re-order as required. Also, plan to special order as required minimizing inventories. Current merchandise spend is ~ \$10,000 and not currently planning any other significant merchandise orders. Stafne made the motion to amend the 2011 Golf Budget per the Memorandum (wages to contracted services and insurances to merchandise and clothing) in the Golf Board Packet (M – Stafne, 2nd – Guerrette), the motion was carried 5-0
- Miscellaneous
 - Ideas and designs for an additional merchandise logo were discussed
- Motion to adjourn at 8:16pm (M – Stafne, 2nd – Kallal), motion carried 5-0

Respectfully Submitted,

Wade Brod

Kurt Ruehling