



MEETING MINUTES

New Prague Golf Board

In-Person and On-Site
Tuesday, January 24th, 2023

The meeting was called to order at 6:30pm by Golf Board President Tom Mach. The following Board Members were also present: Den Gardner (via phone), Jen Berglund, and Rich Carlson. Board Members Bob Cunniff, Adam Brister, and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, and Jeff Pint, Grounds Superintendent.

- **Approval of December 20th Meeting Minutes:**
 - A motion to approve December 20th, 2022 Meeting Minutes was made by Mach, seconded by Berglund. Motion carried (4-0)
- **Approval of Claims for Payments (\$249,258.70):**
 - Berglund asked for clarification of the \$500.00 invoice from the Minnesota Golf Association. Ruehling stated that the fee is for an upcoming Centennial Celebration and is being funded by the MPGC 16-Man Team and the Men's Club
 - A motion to approve Claims for Payment was made by Carlson, seconded by Berglund. Motion carried (4-0)
- **Review Monthly Income Statement and Balance Sheet (December 2022):**
 - Mach reminded management to keep their eyes on the part-time wage expenses in the Food & Beverage operation. He also advised management to watch/increase event prices as needed.
 - Berglund asked about the Gratuities line item...further review answered questions
 - It appears on the Statement that the wage expense, for repairing cart path on #5, was added to the line item in the maintenance budget...Ruehling was asked to check with Finance Director, Robin Pikal, at City Hall
 - A motion to approve the Income Statement and Balance Sheet was made by Mach, seconded by Carlson. Motion carried (4-0)
- **Capital Equipment Update:**
 - Superintendent, Jeff Pint, reported that the 2022 approved equipment will hopefully be delivered in May or June of 2023...with other pieces arriving "late summer or fall"
 - Mach asked if any payments were actually made in lieu of not receiving the equipment...answer is no.
 - Pint would like to look into the Club's needs for 2024 and 2025 and consider ordering early so the same problem will not arise.
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Pint updated Golf Board that carts are serviced, they are grinding reels, replacing seals and bearings
 - Ruehling is concerned with an ice dam problem on north side of clubhouse...staff will look into.
- **Food & Beverage Update...Holly Werner, Food & Beverage Coordinator:**
 - Gardner complimented Holly Werner on publishing goals in her report. Some of the goals include: getting the main kitchen fully functional for events, increase sales over 2022, and controlling inventory.

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling provided a great summary of the golf operation! Board discussed and agreed the 2022 season was very good. 32,000 rounds were played in 2022
 - (4) New events will be hosted by NPGC in 2023: FORE Children's, Community Baptist Fund Raiser, Holy Cross School, and a Twin Cities Golf event. These events will definitely help the bottom line and increase exposure.
 - Ruehling continues to update the website and install the new operating system.
- **Marketing Update...Kurt Ruehling:**
 - Website continues to be populated. New for 2023...Leagues and Junior Golf will be added to the "web store" so golfers can register and pay online!
 - Berglund asked if we were collecting a down payment from outside events. Ruehling replied we are not.
- **Golf Scholarship...Den Gardner:**
 - Mach commented on the nice plaque in the clubhouse displaying the recipients
 - Gardner asked Ruehling to make sure the Scholarship Event is on website and reminded Board Members to continue to support the cause.
- **Adjournment:**
 - A motion to adjourn the meeting at 7:15pm was made by Berglund, seconded by Carlson. Motion carried (4-0).

Next Golf Board Meeting – Tuesday, February 28th, 2023, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, PGA
General Manager*