



MEETING MINUTES

New Prague Golf Board

In-Person and On-Site
Tuesday, February 28th, 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), Rich Carlson, Bob Cunniff, and Adam Brister. Board Member Jen Berglund and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, and Jeff Pint, Grounds Superintendent.

- **Approval of January 24th Meeting Minutes:**
 - A motion to approve January 24th 2023 Meeting Minutes was made by Mach, seconded by Berglund. Motion carried (5-0)
- **Approval of Claims for Payments (\$53,917.90):**
 - Carlson questioned two invoices for utilities. Ruehling indicated that due to the City's check cutting schedule, one may have been put in the following month
 - Mach inquired about a CTS invoice for "SWITCH"...Ruehling was asked to clarify
 - Ruehling hired a handyman to make needed repairs to clubhouse, Board agreed that the items needed to be done for a long time
 - A motion to approve Claims for Payment was made by Mach, seconded by Carlson. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (January 2023):**
 - Pint directed the Board's attention to the Repairs & Maintenance numbers. As we wait for the new equipment, necessary repairs must be made on the existing
 - Ruehling touched on a few other items, no concerns
 - A motion to approve the Income Statement and Balance Sheet was made by Cunniff, seconded by Brister. Motion carried (5-0)
- **Capital Equipment Update:**
 - Pint reported that he spoke to the Toro sales rep and currently there is no change in the expected delivery dates of the new equipment. Pint also encouraged looking a few years into the future when ordering/bonding new equipment...to make sure we receive them in a timely manner. Many items can be secured through State Contract which typically results in additional savings
 - Board requested a future capital equipment list to be put on the March or April agenda
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Cunniff asked Pint whether or not the snow current icy snow cover was good or bad for the greens. Pint addressed it and is not concerned at the moment
 - Ice dams on the north side of clubhouse roof were removed
- **Food & Beverage Update...Holly Werner, Food & Beverage Coordinator:**
 - Werner reported that Chamber Bingo has been going great and we hosted a nice gathering for the Historical Society (received many compliments)

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling did not have any golf activity to report
 - Ruehling continues to install/update new operating system “lots of moving parts!”
- **Marketing Update...Kurt Ruehling:**
 - 2023 Junior Golf registration will be “live” starting April 3rd, parents can register and pay online!
 - Ruehling thanked Twin Cities Golf owner, Kevin Unterreiner, for his help onboarding!
- **Golf Scholarship...Den Gardner:**
 - Gardner referred to the present as “crunch time” as the Scholarship committee reaches out to applicants
 - Ruehling thanked the committee for sending Thank You cards from 2022, nice touch!
- **Miscellaneous:**
 - Brister inquired about adding golf simulators in the clubhouse for year-round activity. He feels it would be worth researching the cost, location, staffing needs, and to analyze area simulators. Ruehling will assist
 - Gardner requested that staff provide the Board with “A week in the life” during the winter season, to help the Board understand what takes place in the off-season
- **Adjournment:**
 - A motion to adjourn the meeting at 7:12pm was made by Carlson, seconded by Brister. Motion carried (5-0)

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

Respectfully submitted by,

*Kurt Ruehling, PGA
General Manager*