



# MEETING MINUTES

## New Prague Golf Board

(Virtual via online GoToMeeting)  
Tuesday, April 28<sup>th</sup>, 2020

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The meeting was called to order online at 6:37 pm by Golf Board President Tom Mach. The following Board Members were online: Chuck Nickolay, Den Gardner, Joe Halbmaier, Rich Carlson, Kevin Cassidy, and Jen Berglund. Others online: GPE Owner/Manager Kurt Ruehling, Superintendent Jeff Pint, City Administrator Mike Johnson, and Xach Dinsmore, from CTS Computers, joined meeting

- Approval of March 24<sup>th</sup>, 2020 Meeting Minutes:
  - Board Member Halbmaier made motion to approve minutes, seconded by Board Member Carlson. Motion carried (7-0).
- Approval of Claims for Payment:
  - General concerns about CTS Computers entries in the AP. Board Member Nickolay and City Administrator Johnson spoke to it.
  - GM Ruehling explained PA system charge was funded \$2000 from Men's Club
  - True North fee was explained as a company used for IT bidding process and they are assisting CTS with system inspections. Nickolay stated it was a one-time charge
  - Board Member Gardner made motion to approve Claims for Payment, seconded by Nickolay. Motion carried (7-0).
- Review Monthly Income Statement and Balance Sheet (January 2020):
  - Ruehling is encouraged to discuss Income Statement and Balance Sheet with City Hall prior to meetings
  - Nickolay made motion to approve Monthly Income Statement and Balance Sheet, seconded by Board Member Cassidy. Motion carried (7-0).
- Marketing Update:
  - Cassidy spoke to the audience being reached on Facebook...and that the boosting of the posts is very effective
  - Ruehling indicated that the GolfNow and Public Country Club marketing campaigns were very effective over opening weekend.
- Golf Operation Update:
  - Ruehling gave a brief overview on the steps taken to apply COVID-19 precautions over the weekend, Board liked the procedures.
  - Cassidy stated that there were negative comments on Facebook regarding the number of trees at NPGC. Superintendent Pint and Ruehling spoke regarding some of the tree removal that has taken place.
  - Ruehling is setting up tee sheet and contacting outside events as season approaches
- Grounds Operation Update:
  - Ruehling and Pint worked closely to open the golf course for the season on Saturday, April 18<sup>th</sup>. They received many compliments on the condition of the course and the COVID-19 procedures that were in place for customer/employee safety.

- Pint indicated that his staff was assembling, however he and Mechanic Mike Portner were handling all of the course prep between them.
  - Nickolay stated that the hole locations and tee locations need to be changed for play on Saturday and again for play on Sundays.
- Food & Beverage Update:
  - Food & beverage service was available starting on Friday, April 24<sup>th</sup>. Golf shop had beer, pop, and snacks available...Snack bar opened on Saturday, April 25<sup>th</sup>.
  - Clubhouse remains closed per Governor Walz' Executive Order to help curb the spread of the COVID-19 virus.
- Miscellaneous:
  - Ruehling indicated that the work on the ceiling in the main kitchen was complete...looks great! Staff will be coming in to reorganize the space.
  - Xach Dinsmore from CTS joined the meeting and discussed services they are providing and communications during any switch-overs.
- Adjournment:
  - Nickolay made a motion to adjourn the meeting at 8:12 pm, seconded by Cassidy...motion carried (7-0).

*Respectfully submitted,*

*Kurt Ruehling, General Manager*