



MEETING MINUTES

New Prague Golf Board

On site, New Prague Golf Club
Tuesday, June 27th, 2023

The meeting was called to order at 6:30pm by current Vice President Jen Berglund. The following Board Members were also present: Den Gardner, Bob Cunniff, Adam Brister, and Adam Gill. Councilmember Shawn Ryan and Board Member Rich Carlson were unable to attend. Also present: GPE Owner/Manager Kurt Ruehling and Mechanic Mike Portner.

- **Election of Officers:**
 - Discussion among current Board concluded with Den Gardner volunteering to be President and Jen Berglund volunteering to remain Vice President. Gardner added that Berglund would assist in the winter months as he spends them out of state
 - A motion to approve Den Gardner as President and Jen Berglund as Vice President was made by Brister, seconded by Gill. Motion carried (5-0)
- **Approval of May 23rd, Meeting Minutes:**
 - A motion to approve May 23rd, 2023 Meeting Minutes was made by Berglund, seconded by Cunniff. Motion carried (5-0)
- **Approval of Claims for Payments (\$180,203.69):**
 - A motion to approve Claims for Payment including two (2) additional invoices for Fishtale Grill (\$1,740.00) and Rome's Ribs (\$2,234.00) was made by Gardner, seconded by Brister. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (May 2023):**
 - A motion to approve the Income Statement and Balance Sheet was made by Gardner, seconded by Gill. Motion carried (5-0)
- **Bylaw Review:**
 - A motion to table Bylaw Review until next meeting was made by Cunniff, seconded by Berglund. Motion carried (5-0)
- **Contract Manager Discussion:**
 - Board discussed tabling this item and receiving information from the City regarding Full Time Employee salary and benefits. Also, Board would like to know GPE proposal
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Brister asked if Pint provided Board with the requested quotes regarding the building of forward tees and finishing #5 cart path. Pint had indicated to Ruehling that the priority had changed to upgrading electronics in pump house near #18 green and will use the \$10,000 for Special Projects...Ruehling explained to Board
 - A tree study was conducted and found 250+ trees have infected by the emerald ash borer, Portner feels like it could take 5 years to remove that amount of trees

- **Food & Beverage Update...Holly Werner-Pomije, Food & Beverage Coordinator:**
 - Gardner praised staff member Joyce Cassidy for introducing new staff to customers
 - Kurt continues to work out charging “bugs” with restaurant module of new system

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling reported that the Membership numbers are currently up to 360, the highest level since he has been involved with management!
 - June was very busy with 37 events of 30+ players
 - Ruehling will be budgeting for a new fleet of golf carts in 2024, approximately \$200,000.00
 - Brister inquired about possible adding a 2nd Junior League

- **Marketing Update...Kurt Ruehling:**
 - Ruehling remains happy with the new tee sheet and website communication capabilities...

- **Golf Scholarship...Den Gardner:**
 - Committee met and would like to promote event with a flyer on the website
 - Gardner asked Board members to each register a team for the event, if possible...goal is to reach 18 teams in 2023

- **Miscellaneous:**
 - Gardner gave an update on a Literacy Minnesota event that NPGC donated round of golf too. Gardner also, personally, added a gift certificate to the package and it was very well received!

- **Adjournment:**
 - A motion to adjourn the meeting at 7:43pm was made by Cunniff, seconded by Brister. Motion carried (5-0)

Next Golf Board Meeting – Tuesday, July 25th, 2023, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, PGA
General Manager*