



MEETING MINUTES

New Prague Golf Board

In-Person and On-Site
Tuesday, June 28th, 2022

The meeting was called to order at 6:30pm by Golf Board President Tom Mach. The following Board Members were present: Bob Cunniff, Adam Brister, Den Gardner, Rich Carlson, and Jen Berglund. Councilmember Shawn Ryan was unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, Mechanic Mike Portner, and Finance Director Robin Pikal.

- **Approval of May 17, 2022 Meeting Minutes:**
 - A motion to approve May 17th, 2022 Minutes was made by Gardner, seconded by Carlson. Motion carried (6-0)
- **Approval of Claims for Payments (\$98,163.89):**
 - Brister questioned the \$10,294.65 spend for property and casualty insurance...was it budgeted for? Pikal informed Board that quotes were not received until late spring. Quotes will be requested in the fall for better budgeting
 - A motion to approve Claims for Payment was made by Brister, seconded by Berglund. Motion carried (6-0)
- **Review Monthly Income Statement and Balance Sheet (May 2022):**
 - A motion to approve the Income Statement and Balance Sheet was made by Carlson, seconded by Gardner. Motion carried (6-0)
- **Audited Golf Financial Statements**
 - Robin Pikal highlighted a few items on the financial statements. The statements are from January 2021-December 2021 and were completed in February 2022. Pikal feels as though the Golf Operation is on a “good path”. The Council approved the 2021 Audit on April 18th, 2022.
- **Grounds Operation Update:**
 - Superintendent Jeff Pint reported that the golf course is in great shape!
 - Pint has emailed Prior Lake Blacktop, again, for a quote on the path behind #5. They are currently booked out to August unless they could pair us with another job nearby
 - Irrigation system is up and running, however staff is experiencing some issues with the VFD in the pump house
 - Upcoming projects include dead tree removal and stump grinding when the Street Department can assist
 - Pint stressed the lack of employees available...now and for the past 2 years
 - For July 26th, 2022 Meeting...Board would like Pint to provide multiple bids for repairing/replacing cart path behind hole #5 green...broken down into removal, surface prep...etc. Board would like to know if doing some of the prep or removal in-house would be a cost savings. Also explore seal-coating options
 - Carlson, along with entire Board, complimented grounds staff on great course conditions!

- **Food & Beverage Update:**
 - Board continues to give compliments to the Food and Beverage staff for their efforts!
 - Food & Beverage Coordinator Holly Werner reported that June was very busy and included 11 tournaments, funeral luncheons, and a bridal shower.
 - The glass washer has broken down in the bar area...staff forced to hand wash or use plastic cups. Werner, Ruehling, and Pint will pursue options to repair/replace this necessary piece of equipment
 - Hiring continues for F&B
 - Werner continues to pay close attention to all of the new food costs and is changing some of the pricing accordingly

- **Golf Operation Update:**
 - Board passed along the sediment, “keep on doing what you’re doing!”
 - Ruehling provided some YTD League comparisons and was very happy to report increases in virtually all Leagues!
 - Rounds of golf are starting to approach last year’s large numbers, which is very encouraging
 - The golf shop register shows about a \$1,000.00 INCREASE in fees collected vs. 2021.
 - Hosted a NUMBER OF VERY SUCCESSFUL EVENTS IN June, all of which have reserved their spots for 2023!
 - Junior Golf League has begun with over 120 juniors registered

- **Marketing Update:**
 - Need to catch up on League results posting on website
 - Board would like to list lunch specials if possible, on Facebook

- **Golf Scholarship Proposal-Den Gardner**
 - Gardner, Berglund, and Carlson are “fine-tuning” the plans for the Scholarship Golf Outing scheduled for August 21st. Suggested giving a handout to Junior League parents
 - Committee asked Ruehling to link information to website

- **Miscellaneous:**
 - New Golf Board Member Bob Cunniff and Finance Director Robin Pikal were introduced early in the meeting and all present gave a brief bio of themselves
 - Handouts were provided for a new Ice Machine and a new Glass Washer. Mach made a motion to recommend both to the Council for purchase, Carlson seconded the motion. Motion carried (6-0). Funds will be allocated from other areas if needed

- **Adjournment:**
 - A motion to adjourn the meeting at 8:06pm was made by Mach, seconded by Berglund. Motion carried (6-0)

Next Golf Board Meeting – Tuesday, July 26th, 2022, 6:30pm

Respectfully submitted by,

Kurt Ruehling, GPE
GM/PGA Golf Professional