



MEETING MINUTES

New Prague Golf Board

In-Person and On-Site
Tuesday, July 26th, 2022

The meeting was called to order at 6:30pm by Golf Board President Tom Mach. The following Board Members were also present: Bob Cunniff, Adam Brister, and Rich Carlson. Absent: Board Members Jen Berglund and Den Gardner, and Councilmember Shawn Ryan. Also present: GPE Owner/Manager Kurt Ruehling, Mechanic Mike Portner, and City Administrator Josh Tetzlaff.

- **Approval of June 28th, 2022 Meeting Minutes:**
 - A motion to approve June 28th, 2022 Minutes was made by Carlson, seconded by Brister. Motion carried (4-0)

- **Approval of Claims for Payments (\$98,679.57):**
 - Utilities were \$21,000.00+...we need to continue to monitor
 - A motion to approve Claims for Payment was made by Mach, seconded by Carlson motion carried (4-0)

- **Review Monthly Income Statement and Balance Sheet (June 2022):**
 - A motion to approve the Income Statement and Balance Sheet was made by Brister, seconded by Cunniff. Motion carried (4-0)

- **Grounds Operation Update:**
 - Superintendent Jeff Pint is waiting for an updated quote from Prior Lake Blacktop for the path behind #5.
 - Additional sand was added to the bunker to improve playability
 - The ice machine was brought back to the maintenance shop and repaired, saving the Facility \$6,000.00...for now
 - Mach expressed frustration with the Hole #5 cart path project, the number of times it has been discussed, and why it cannot be started. Portner added that the lack of staff contributes to the delays.
 - Board asked why we do not advertise for part-time help on the grounds? Who is responsible to advertise for staff? Can City Hall, H/R department, help in the hiring process?
 - Ponds have been treated for unwanted algae...look great
 - The entire Board, complimented grounds staff on great course conditions!

- **Food & Beverage Update:**
 - Board Members continue to give praise to the Food and Beverage staff for their efforts!
 - Food & Beverage Coordinator Holly Werner reported that June was very busy and we can see the revenue in the financials.

- **Golf Operation Update:**
 - Ruehling highlighted great numbers and many events hosted YTD and made sure to recognize the golf staff of: Dan Puls, Jeff Schipull, Lucy Nickolay, Steve Schoenbauer, Steve Smith, Bruce Murphy, Pat Mickus, Evie Zack, Will Seymour, and Cooper Tietz!
 - Ruehling also thanked all the work with Junior Golf provided by: Dan Puls, Steffi Williams, and Simon Kallal!
 - Events continue...we are entering another busy stretch with the Denny Greene member/Guest and Club Championship
 - Ruehling is anticipating a great Club Championship event in August, will send additional email out to increase numbers
 - Junior Golf League has been going great! Last day will be August 15th.
 - Ruehling will be looking into new point of sale and marketing options as GolfNow

- **Marketing Update:**
 - Currently focusing on Club Championship promotion
 - Flyers are being posted for the upcoming Scholarship Fund Raiser

- **Golf Scholarship Proposal-Den Gardner**
 - Gardner, Berglund, and Carlson continue to organize the Scholarship Golf Outing scheduled for August 21st.
 - Committee asked Ruehling to link information to website

- **Hiring Golf Manager as City Employee – Josh Tetzlaff**
 - Tetzlaff discussed bringing back a full time General Manager to the Golf Operation. He feels it will bring added morale and efficiency.
 - Board did not feel the budget could support the increased expense
 - Discussion tabled for upcoming meetings

- **Reduced Rate for City Employees at Golf Club – Josh Tetzlaff**
 - Board is in favor of this...will continue discussions and propose a plan

- **Miscellaneous:**
 - No miscellaneous items

- **Adjournment:**
 - A motion to adjourn the meeting at 8:30pm was made by Carlson, seconded by Cunniff. Motion carried (4-0)

Next Golf Board Meeting – Tuesday, June 28th, 2022, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, GPE
GM/PGA Golf Professional*