



MEETING MINUTES

New Prague Golf Board

(Virtual via online GoToMeeting)
Tuesday, August 25th, 2020

The meeting was called to order online at 6:35 pm by Golf Board President Tom Mach. The following Board Members were online: Chuck Nickolay, Rich Carlson, Joe Halbmaier, Den Gardner, and Jen Berglund. Others online: GPE Owner/Manager Kurt Ruehling. Kevin Cassidy, City Administrator Mike Johnson, and Golf Course Superintendent Jeff Pint were not present

- Approval of July 28th, 2020 Meeting Minutes:
 - Board Member Nickolay made motion to approve minutes, seconded by Board Member Halbmaier. Motion carried (6-0).
- Approval of Claims for Payment:
 - Questions arose regarding the large Utilities Bill. Ruehling explained that the irrigation was responsible for the majority of it
 - Board Member Halbmaier made motion to approve Claims for Payment, seconded by Board Member Berglund. Motion carried (6-0).
- Review Monthly Income Statement and Balance Sheet (June 2020):
 - Numbers look good once again
 - Halbmaier inquired about the tournament fleet rentals and if they were directly related to the COVID-19 pandemic. Ruehling explained that the tournament fleets are separate from the season lease, but a few extra are ordered due to health concerns of players
 - Halbmaier also asked when the range ball credit would be issued...Ruehling to look into and report on next meeting
 - Gardner made motion to approve Monthly Income Statement and Balance Sheet, seconded by Nickolay. Motion carried (6-0).
- Marketing Update:
 - Ruehling would like to run a 2021 Promotion. Discussion regarding a \$200 down for walking and \$350 down for riding. This would give player free golf for 2020 and \$200 credit for 2021's membership. The extra \$150 for riding will be recorded as revenue for 2020. Nickolay made a motion to adopt, Board Member Mach seconded it and it was approved (6-0)
 - KCHK Radio Hole-In-One contest was a success...giving NPGC some extra promotion.
- Golf Operation Update:
 - Ruehling reported that the NP Football and the Darby Smith Memorial events were both attended by 150+ players and went off without a problem. CDC recommendations were incorporated and all was great.
 - Gardner suggested that guest passes be given to all new Members in 2020 as a token of appreciation for joining...Ruehling to organize.

- Grounds Operation Update:
 - Overall condition of the grounds remain very good.
 - Irrigation system was interrupted again by a software update, resulting in an unnecessary watering of the course during a rainy night
- Food & Beverage Update:
 - Ruehling indicated that operation continues to use “to-go” containers for many of the food distribution, working well.
 - Staff continues to keep inventory down and use current inventory for daily food specials
- COVID-19 Update
 - Ruehling is compiling a list of invoices and charges caused by the pandemic, to submit to City Hall for reimbursement
- Miscellaneous:
 - Ruehling shared the concerns of full-time staff Jeff Pint and Mike Portner of whether or not they will be “on staff” for November and December this year. Nickolay stated that that discussion should be between staff and Mike Johnson. Budget numbers look as though they support the salaries for the remainder of 2020
 - Ruehling explained to the Board that he suffered a torn rotator cuff tendon during a golf lesson and is hoping to schedule surgery at the end of September, requiring him to be absent for 1 week.
 - Ruehling requested that the budgeting process begin as soon as possible. Nickolay will work closely with Ruehling to develop 2021 budget
- Adjournment:
 - Gardner made a motion to adjourn the meeting at 8:11 pm, seconded by Mach...motion carried (6-0).

Respectfully submitted,

Kurt Ruehling, General Manager