



MEETING MINUTES

New Prague Golf Board

In-Person and On-Site
Tuesday, September 27th, 2022

The meeting was called to order at 6:31 p.m. by Golf Board President Tom Mach. The following Board Members were also present: Bob Cunniff, Rich Carlson, Den Gardner, and Jen Berglund. Board Member Adam Brister and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Manager Kurt Ruehling

- **Approval of August 23rd, 2022 Meeting Minutes:**
 - A motion to approve August 23rd, 2022 Minutes was made by Gardner, seconded by Cunniff. Motion carried (5-0).
- **Approval of Claims for Payments (\$99,844.73):**
 - Mach questioned a claim for \$3,312.00 payable to NPAEFF. Ruehling explained that it was a transfer of proceeds from the Scholarship Fund Raiser golf event
 - A motion to approve Claims for Payment was made by Carlson, seconded by Berglund. Motion carried (5-0).
- **Review Monthly Income Statement and Balance Sheet (August 2022):**
 - Mach questioned the increase in Motor Fuels...it doesn't seem to match up to the regular consumer increases.
 - Berglund asked about Safety Equipment & Training expense, Ruehling would clarify with Jeff Pint, Superintendent
 - A motion to approve the Income Statement and Balance Sheet was made by Gardner, seconded by Mach. Motion carried (5-0).
- **Grounds Operation Update:**
 - Carlson, while reviewing Special Projects expense, would like to fix cart path on Hole #11 in the same manner as Hole #5 repair. Pint to assess situation.
 - Gardner asked if dirt could be added to forward tees, on the Special Project List, yet this fall...to create a base for the spring. Ruehling to address with Pint.
 - "Short on staff" has been brought up numerous times by Pint. Golf Board would like Pint...by October meeting...to provide Board with the "best scenario" for number of staff needed in maintenance department, so appropriate advertising and budgeting can be put in place.
 - Pint to provide Ruehling with budget numbers by October 7th, so Ruehling can incorporate into 2023 Budget proposal.
 - Aeration of the tees and fairways has begun and will continue for next few weeks.
 - Path on hole #5 has been removed and resurfaced with pulverized asphalt - definite improvement.

- **Food & Beverage Update:**
 - Board Members continue to endorse the Food and Beverage staff for fine work!
 - Food & Beverage Coordinator Holly Werner was unable to submit a report for September, however she continues to book funeral luncheons and class reunions.

- **Golf Operation Update:**
 - Ruehling stated that August was a very busy month as well! He informed the Board that the “million-dollar mark” was reached during the 4th week of August, very happy about that! Revenues are over \$50,000.00 ahead of 2021 and we are currently about 278 rounds ahead of 2021.
 - A recap of the events hosted was given...all of which have booked their spot for 2023!
 - September continues to be a very successful golf event season!
 - Ruehling continues to pursue/work with new point of sale systems for the golf shop and clubhouse and will keep everyone up to date on the process.

- **Marketing Update:**
 - Ruehling reported that the Promotional Membership program has produced 9-10 new Memberships for 2023 - with more to come!

- **Golf Scholarship Proposal-Den Gardner**
 - Gardner passed along that \$3,312.00 was raised at the Scholarship Fund Raiser! This total exceeded all expectations! Gardner will book for 2023 with Ruehling.

- **GPE Management Contract Proposal**
 - Ruehling presented the Board with his contract proposal of \$94,500.00 for the 2023 season (a 5% increase). The Board approved the dollar amount to be used in the upcoming budget workshop, where it will be approved for Council.

- **Miscellaneous:**
 - Gardner discussed the wage allocations from City Hall that appear on the budget. Discussion followed and the consensus is the allocations are appropriate.
 - Board asked Ruehling to have Pikal provide financials through 9/30/22 for the upcoming budget workshop. Workshop scheduled for Tuesday, October 25th, 2022 at 6:30 p.m.

- **Adjournment:**
 - A motion to adjourn the meeting at 8:33 p.m. was made by Berglund, seconded by Cunniff. Motion carried (5-0).

Next Golf Board Meeting – Tuesday, October 25th, 2022, 6:30pm

Respectfully submitted by,

Kurt Ruehling, GM/PGA Golf Professional