



# MEETING MINUTES

## New Prague Golf Board

On site, New Prague Golf Club  
Tuesday, March 28<sup>th</sup>, 2023

The meeting was called to order at 6:30pm by Golf Board President Tom Mach. The following Board Members were also present: Den Gardner (via phone), Rich Carlson, Bob Cunniff, Adam Brister, and Jen Berglund. Councilmember Shawn Ryan was unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, and Jeff Pint, Grounds Superintendent.

- **Approval of February 28<sup>th</sup> Meeting Minutes:**
  - A motion to approve February 28<sup>th</sup> 2023 Meeting Minutes was made by Mach, seconded by Cunniff. Motion carried (6-0)
- **Approval of Claims for Payments (\$75,273.50):**
  - Board questioned a fertilizer invoice for \$20,000.00. Pint informed Board that it was not due until late May or June
  - Brister asked about the Loan payment of \$8,358.75, discussion followed
  - The invoice for range equipment was brought up, Ruehling explained the expense was for a new picker gang and some baskets...within budget
  - Mach inquired about a grinding stone, Pint explained the need
  - Cunniff asked about the invoices for TurfWerks and FootJoy, both were clarified
  - A motion to approve Claims for Payment was made by Carlson, seconded by Berglund. Motion carried (6-0)
- **Review Monthly Income Statement and Balance Sheet (February 2023):**
  - Cunniff asked about the proposed Punch Card for employees, Ruehling explained the cost and where it was at in the process
  - The revenue from "Private Cart Fees" was \$0 compared to thousands last year. Ruehling will double check that it is categorized properly
  - Mach cited that the "Insurances" were up nearly \$13,000.00 from 2022, Ruehling was asked to check to see if they were paid in full
  - Mach discussed the cost of goods sold in the Food & Beverage...Ruehling to work closely with Holly to keep costs down
  - A motion to approve the Income Statement and Balance Sheet was made by Brister, seconded by Cunniff. Motion carried (5-0)
- **Capital Equipment Update:**
  - Pint reported that the Sand Pro bunker machine is scheduled to be delivered 3/29/23...Remaining equipment is scheduled to arrive late summer or fall
- **Grounds Operation Update...Jeff Pint, Superintendent:**
  - Pint was asked if he had a target date to open course? Mother Nature dictates that
  - Pin was asked if staffing levels are good to open, he replied "Yes!"
  - Minimum wage is up and that will help the hiring process...applications are coming in
  - Cunniff asked about capital equipment, Pint discussed

- **Food & Beverage Update...Holly Werner-Pomije, Food & Beverage Coordinator:**
  - Ruehling introduced a plan to move the beer taps and explained the positives to the Board. Cost would be in the \$2,000.00 range and the Board liked the idea and gave Ruehling the go ahead to make the change, within budget
  - Werner-Pomije reported that the clubhouse is keeping busy with meetings and luncheons
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
  - Ruehling reported that the finishing touches are being put on the POS (point of sale) system...there is a lot of coordinating still needed
  - Memberships are coming in and Leagues are being organized
- **Marketing Update...Kurt Ruehling:**
  - 2023 Junior Golf registration will be “live” next week, April 3<sup>rd</sup>, Ruehling is looking forward to track the progress through the website
  - Ruehling continues to thank Twin Cities Golf owner, Kevin Unterreiner, for his help onboarding!
- **Golf Scholarship...Den Gardner:**
  - Gardner spoke to coaches to see how many athletes qualify for the scholarship, low numbers. Berglund stated that practice has started, so more kids might be on list
  - No Senior girls are currently out for golf, (1) Senior boy is registered
- **Miscellaneous:**
  - Pint acquired some of the original drawings of the Back 9 at NPGC from area golf course architect, Kevin Norby. All agreed that the drawings would be a great addition to clubhouse if framed and hung!
  - Pint also announced his election to the Minnesota Golf Association’s Board of Directors...congratulations to Jeff!
- **Adjournment:**
  - A motion to adjourn the meeting at 7:29pm was made by Gardner, seconded by Mach. Motion carried (6-0)

**Next Golf Board Meeting – Tuesday, April 25<sup>th</sup>, 2023, 6:30pm**

Respectfully submitted by,

*Kurt Ruehling, PGA  
General Manager*