

Meeting Minutes

New Prague Golf Board

Tuesday April 26, 2011

New Prague Golf Club

The meeting was called to order at the New Prague Golf Club at 6:31pm by President Anderson with the following members present: Kevin Berglund, Dwayne Anderson, Jeremy Stafne, Curt Guerrette, Jenna Tuma, Eric Kallal, and Council Liaison Mark Bartusek.

City Staff Present: City Administrator Mike Johnson, Council Member Shawn Ryan

Golf Staff: Jeff Pint, Kurt Ruehling, Wade Brod

- Approval of minutes from March 22, 2011 meeting
 - Brod corrected the comment “worms do not like a wet surface” to “worms like a wet surface” and added that aerifying drives the worms down, Guerrette made the motion to approve minutes (M –Guerrette, 2nd – Berglund) motion was carried 7-0.
- Approval of claims for payment (April 2011). Concern about large invoice from Pepsi, Brod indicated that was from initial order for season. Bartusek made motion to approved claims for payment (M – Bartusek, 2nd – Stafne), the motion was carried 7-0
- March 2011 financial reports (Income Statement and Balance Sheet). Mark Bartusek made the motion to approve the financial reports: (M – Bartusek, 2nd – Guerrette), motion carried 7-0
- Capital Equipment Review...Wade distributed a maintenance Capital Improvement Plan (CIP) from Jeff Pint
 - Wade projected numerous scenarios of budget projections
 - Jeff added how long term savings can be obtained with current investments.
 - Example: New aerifier will save watering costs and fertilizer costs by improving the ‘hardiness’ of the turf. Savings will be achieved over time as the process takes time to improve the turf.
 - Wade and Jeff will meet with City Staff to fine tune budget assumptions and depreciation projections through 2016
 - Mike Johnson added insight on extending the financing terms from 5 years to a 7/10 year term for the CIP
 - Wade asked Board to make CIP an official document (current document considered draft), so he can work with Johnson and Golf Staff to determine funding options
 - Mike indicated that the bond will be executed on May 16th
 - Board discussed 2011 needs

- Jeremy Stafne made a motion to move forward with City Staff on capital funding per the following – keep the debt at or below existing levels (\$91,040) and keep the city contribution at or below existing levels (\$121,470) to acquire the top 4 capital items prioritized from the CIP (M – Stafne, 2nd – Bartusek), the motion was carried 7-0.
- Driving Range Concepts
 - Wade explained potential funds for practice range coming from a girl's golf program grant. Tuma suggested making it a 2012 item on the priority list
 - Wade to email documentation to Golf Board
- Junior Play
 - Adding a play for free after 4:00/5:00 on Saturdays in addition to Sunday
 - Golf Board instructed Golf Staff to execute plans to fill tee sheet in order to drive revenues
- Miscellaneous
 - Golf Staff discussed working with supplier to add message boards throughout facility (digital boards in golf shop/bar and framed boards in restrooms and other areas). There was discussion about 'editing' control and family appropriate information. Zero dollar investment for the Golf Club and earn revenue based on % of advertising sold by supplier.
 - Wade introduced a potential discounted greens fee for volunteer city individuals to fill tee sheet. Golf Board thought it would be best to create some type of promotional program from time to time throughout the season to get new and different people to the Golf Club.
 - Guerrette asked for a yearly list of activities / events
- Motion to adjourn at 9:02pm (M – Bartusek, 2nd – Guerrette), motion carried 7-0

Respectfully Submitted,
Wade Brod
Kurt Ruchling