



# MEETING MINUTES

## New Prague Golf Board

New Prague Golf Club  
Tuesday, July 24, 2018

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New Prague Golf Board President Tom Mach called the meeting at 6:35pm with the following members present: Chuck Nickolay, Ken Nielsen, Den Gardner and Joe Halbmaier.

Absent: Kevin Cassidy and Jay Schoenebeck.

Golf Management Staff Present: Kurt Ruehling and Jeff Schipull

- Approval of minutes from June 26, 2018 meeting:
  - Board Member Nickolay made motion to approve minutes - (M – Nickolay, 2<sup>nd</sup> – Mach), motion carried 5-0
- Approval of claims for payment:
  - Board Member Nickolay made motion to approve claims for payment - (M – Nickolay, 2<sup>nd</sup> – Halbmaier), motion carried 5-0
- June 2018 Financial Reports (Income Statement and Balance Sheet):
  - Gardner made the motion to approve the financial reports (M – Gardner, 2<sup>nd</sup> – Halbmaier), motion carried 5-0
  - Nickolay noted that some AR accounts are late and need to be closed-out
  - **ACTION ITEM:** Reconcile AR
- Marketing / Other Projects:
  - Possible Golf Tournaments for Fall of 2018:
    - Maintenance Committee Golf Tourney
    - Chili Dipper Scramble (first or second weekend of October)
  - Nickolay mentioned to make sure Golf Course is prepared with Staff on call for when the State Baseball Tournament is in New Prague.  
**NOTE:** Scoreboard Advertisers: Some advertisers listed on the Scoreboard in front of Pro Shop are no longer in business and need update / clean-up  
  
**ACTION ITEM:** Nickolay said he would talk with the Industrial Arts teacher at the High School to see if they would be able to build a new scoreboard for the Golf Course if the Golf Course supplied the materials.
- Miscellaneous:
  - a. **ACTION ITEM:** Mach will discuss with Mike Johnson about whether any correspondence has been received from EZ-Go on golf cart issue.
  - b. Halbmaier asked for explanation of what is included in the Capital Outlay Expense budget line item totaling \$7,248.

- c. Mach requested estimates from outside Consultant as to computer requirements and associated costs for all Golf course operations.  
**ACTION ITEM:** Nickolay will discuss with Dan Gullickson to get an estimate on costs for what computer equipment requirements are necessary for the Golf Course. Question was raised on buying vs leasing computer equipment.
  - d. Question raised on how CIT Company was selected for doing computer work for Golf Course.  
**ACTION ITEM:** Nickolay will discuss with Patty at City Hall to get answer.
  - e. Mach questioned if possible to amend 2018 budget due to large unexpected computer expenses incurred this season (Fiber Optic line addition, computer upgrades required due to Fiber Optic line, etc.).
  - f. Due to large unexpected computer expenses affecting budget bottom line, Board requested that Management communicate to Jeff Pint to discuss and get approval for any large, high-cost project improvements to the golf course before beginning these projects. Examples may include: rebuilding #7 blue tees or tree removal on #17 (Nielsen mentioned).  
**ACTION ITEM:** Golf Course Management discuss with Jeff Pint requirement to get approval before beginning any large, high-cost project improvements to the golf course.
  - g. Board requested getting the Golf Now contract and providing this to the City Attorney for review to see if it meets the privacy issue requirements pertaining to collecting personal email address information. If so, Board requested working with Golf Now to possibly update and manage the Golf Course website. (Nielsen mentioned that current online website doesn't always allow for booking tee time reservations or limits availability to 1 or 2 players when full slot is available).  
**ACTION ITEM:** Golf course Management acquire Golf Now contract and provide to City Attorney.
  - h. Possible budget line item for 2019: new range ball cleaning machine. Could be funded by additional range buckets sales.
  - i. Compliment: Board member Nickolay commented on the great work Jeff Pint and the Maintenance Department has been doing on small fixes around the course (edging bunkers, re-sodding around cart paths and bunkers, etc.)
  - j. Concern/Issue: Board member Nickolay asked why the Course is closed to members and green fees during Monday Match Play from 5:30 to 7:30 pm each Monday?
- Motion to adjourn at 8:15 pm (M – Gardner, 2<sup>nd</sup> – Halbmaier), motion carried 5-0.

*Respectfully Submitted,*  
*Wade Brod*  
*Kurt Ruehling*