



POKEGAMA GOLF COURSE BOARD MEETING - RESCHEDULED MINUTES

**Wednesday, April 16, 2025
7:30 AM**

Member Ryan called the meeting to order at 7:37 AM.

PRESENT: Board Member John Ryan, Board Member Tom Lagergren, Board Member Deb Godfrey

ABSENT: Chair Rick McDonald, Board Member Gabrielle Jerulle

STAFF: Tom Beaudry, Steve Ross, Cody Alleman, Kimberly Gibeau

PUBLIC INPUT:

No one from the public wished to speak.

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

Motion made by Board Member Godfrey, Second by Board Member Lagergren to approve the regular agenda as presented. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

APPROVE MINUTES:

1. Approve Golf Board minutes for Tuesday, March 11, 2025.

Motion made by Board Member Lagergren, Second by Board Member Godfrey to approve minutes for March 11, 2025 as presented. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

CLAIMS AND FINANCIAL STATEMENTS:

2. Approve verified claims in the total amount of \$79,157.40.

Board discussed various line items, asking for clarification prior to approval.

Motion made by Board Member Ryan, Second by Board Member Lagergren to approve the verified claims as presented. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

REPORTS:

Maintenance Report:

- ~ Greens came through the winter well, slowly warming up. Mowed on April 15th with projection for daily mowing anticipated around May 1st.
- ~ Lots of tree clean up and overall clean-up of course
- ~ Painting T-markers
- ~ Concerns about "widow makers," and recommendation is made to contact public works to see if they can assist with trimming.
- ~ Identified other large trees causing concerns on the course and possible solutions.
- ~ Skiing and snowshoeing during winter months have left marks on the greens. Would like to post signage in the fall to avoid in the future.

Manager Report:

- ~ Junior Golf sign-ups are underway and going well, noting online sign up change from last year.
- ~ S.N.A.G. begins May 23rd.
- ~ Opening weekend had a 73% increase from last year.
- ~ New Website is almost complete.
- ~ Have new flags commemorating 100 year anniversary.
- ~ Pro Shop set up is underway.
- ~ Reviewed upcoming events including Bauer Better Ball and 1 person scramble.
- ~ Reviewed basics of set budget and five year capital plan.

BUSINESS:

3. Consider approving changes to Family Pass

Tom Beaudry will ensure that all literature with pass information is updated.

Motion made by Board Member Lagergren, Second by Board Member Godfrey to approve changes to the family pass, updating language to "Family Pass (same Household, plus dependents ages 10-22.) Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

4. Consider approving changes to Junior Golf Tee Time Policy

Board reviewed recent changes to junior golf policy and response from public.

Motion made by Board Member Godfrey, Second by Board Member Lagergren to update the junior golf tee time allowing junior golfers to schedule tee times up to 48 hours in advance. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

5. Consider request to increase salary for Assistant Varsity Golf Coaches.

Board reviewed salary increase request for assistant coaches for boys and girls varsity teams. Current salary is set at \$1,500 for the season. List of ISD 318 coaches/assistant coach salaries indicates assistant coaches receive an amount equal to a percentage of head coach.

Motion made by Board Member Ryan, Second by Board Member Godfrey to increase 2025 salary for Assistant Varsity Golf Coaches, Boys and Girls teams, to \$2,291.00 and authorize annual increases to equal 65% of Head Varsity Golf Coaches ISD 318 salary. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

6. Consider agreement with Noteefy Inc. software subscription and forward to City Council for consideration.

Tom Beaudry provides overview of Noteefy software, siting increased service to the public and noted that the cost would be covered after 65 rounds of golf.

Motion made by Board Member Lagergren, Second by Board Member Godfrey to approve agreement with Noteefy Inc. software subscription and forward to the City Council for approval. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

7. Consider recommending the City Council approve equipment lease with MTI Distributing.

Cody Alleman reviews recent discussions regarding buy v. lease of maintenance equipment. Total cost presented is for 5 year contract. Some basic maintenance would be responsibility of golf course, however, major maintenance/replacement would be responsibility of TORO.

Motion made by Board Member Ryan, Second by Board Member Lagergren to approve lease package for golf course maintenance equipment package and forward to City Council for approval. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

8. Consider recommending accepting low quote for purchase of communication package from Roger's Two Way Radio.

Tom Beaudry stated that currently there is no communication options provided by the golf course for staff. Purchase of two-way radio system will allow for immediate communication between all staff including pro shop, maintenance, management, etc. This would also decrease the need for staff to be on there cellphones while out on the course.

Motion made by Board Member Ryan, Second by Board Member Godfrey to accept low quote for communication package from Roger's Two Way Radio and forward to City Council for approval. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

9. Consider recommendation to accept low quote from Wittek Golf Supply Specials for purchase of beveled hazard stakes.

Hazard stakes are old and in need of replacement. Staff have received two quotes are are recommending the board accept low quote from Wittek Golf Supply and for to City Council for approval.

Motion made by Board Member Ryan, Second by Board Member Godfrey to accept the low quote from Wittek Golf Supply and forward to City Council recommending approval of purchase. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

10. Review City Ordinance – Golf Course Board

Reviewed City Ordinance establishing Pokegama Golf Board. No action required.

Following discussion, a special meeting is scheduled for Tuesday, April 22, 2025 at 7:30 am to review and consider changes to family range pass.

Motion made by Board Member Lagergren, Second by Board Member Godfrey to adjourn the meeting at 9:18 am. Voting Yea: Board Member Ryan, Board Member Lagergren, Board Member Godfrey

Respectfully submitted:


Kimberly Gibeau, City Clerk