



MEETING MINUTES

New Prague Golf Board

On site meeting at NPGC
Tuesday, October 22nd, 2024

The meeting was called to order at 6:31pm by Board President Den Gardner. The following Board Members were present for the meeting: Den Gardner, Jen Berglund, Adam Brister, and Graham Kuehner. Board Members Adam Gill, Bob Cunniff, and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling.

- **Approval of September 24, 2024 Meeting Minutes:**
 - A motion to approve September 24th, 2024 Meeting Minutes was made by Kuehner, seconded by Brister. Motion carried (4-0)
- **Claims for Payment (\$60,371.00):**
 - Brister asked for clarification on the Utilities claim, clarification received
 - A motion to approve the Claims for Payment was made by Berglund, seconded by Gardner. Motion carried (4-0)
- **Review Monthly Income Statement and Balance Sheet (October 2024):**
 - Kuehner added that insurance rates are going up in 2025, wanted to make sure group was aware of its effects on budget
 - Brister asked if Superintendent Jeff Pint oversees the Wages section of the maintenance budget, Ruehling replied "yes".
 - Brister also asked why insurances were higher than budgeted, Ruehling to ask City
 - Brister also asked if cart paths expenses could be bonded along with equipment
 - A motion to approve the Monthly Income Statement and Balance Sheet was made by Berglund, seconded by Brister. Motion carried (4-0)
- **Capital Equipment Report**
 - City Administrator Josh Tetzlaff is working to set up a meeting with Pint to discuss the specifics of the new equipment purchases for 2025
- **Grounds Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Pint was asked, prior to the meeting, to provide an update for the Golf Board containing information on tree removal, cart path repairs, bunker work, and aeration of the grounds.
 - Ruehling reported that aerating the fairways had begun and Pint could very well be out on course as meeting is taking place
 - Golf Board concerned with all of the irrigation leaks
 - Discussion about the condition of the bunkers continues. Brister added that the condition takes away from the overall experience, all agreed
 - Gardner, frustrated after nine years on Board, asked "How are we, as a Board, involved to help improve golf course?" Comments have been made at nearly every Board meeting, with no results. Ruehling will try to get together with Pint and discuss
 - Golf Board would like Pint to create a plan on bunker renovation. Golf Board would like plan in place by January 2025 meeting

- **Food & Beverage Update...Kurt Ruehling GM/PGA Professional:**
 - Food and Beverage Coordinator, Holly Werner had informed Ruehling that she can no longer perform her tasks as coordinator due to her health, Ruehling has been in discussion with current staff member, Michelle Mulvihill to become new coordinator
 - Ruehling is working with Jill Kes and Joyce Cassidy to organize upcoming holiday parties
 - Craft boutique begins in a week and will run from November 6th – 16th
 - Chamber Bingo is scheduled to begin in January
 - Brister informed Board that he had a surprise party for his wife and it could not have gone any better! Thank you to the staff for making it a great night...and possibly “drumming up” some similar business
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling informed Board that we hosted a brand new event in October...HERO Heating. They too expressed an interest in returning annually!
 - Kuehner asked for a little insight on merchandise vendors, Ruehling provided it
 - Ruehling is summarizing all Leagues internally and will begin the process of organizing dates for 2025 once season is over
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - New Member Incentive is going well, currently 6 new members have signed up, Ruehling expects more new members next year
 - Ruehling reported that the simulator survey has come back positive, but we still have space concerns. Kuehner added that he believes it will benefit the operation
- **Golf Scholarship Event Summary...Den Gardner:**
 - No report
 - Gardner added that he would like 18 groups for the 2025 event
- **Miscellaneous:**
 - Ruehling addressed questions, from last meeting, regarding the 2025 Budget Proposal. He indicated that City Hall has the ultimate say in how dollars will be spent and allocated.
 - Golf Board still supports a 4%+ increase in the management contract, but currently the 2% increase proposed by Tetzlaff is in place. Ruehling will keep Board informed
- **Adjournment:**
 - A motion to adjourn the meeting at 8:01p was made by Berglund, seconded by Brister. Motion carried (4-0)

Next Golf Board Meeting –Tuesday, November 26th, 2024, 6:30pm

Respectfully submitted by,

Kurt Ruehling, GME
PGA General Manager