



MEETING MINUTES

New Prague Golf Board

On site, New Prague Golf Club
Monday, November 27th, 2023

The meeting was called to order at 6:31pm by Board President Den Gardner. The following Board Members were present for the meeting: Bob Cunniff (late arrival 6:40p), Adam Gill, Rich Carlson, Adam Brister, and Jen Berglund. Councilmember Shawn Ryan was unable to attend. Also present: GPE Owner/Manager Kurt Ruehling and Grounds Superintendent Jeff Pint.

- **Approval of October 24th, 2023 Meeting Minutes:**
 - A motion to approve October 24th, 2023 Meeting Minutes was made by Berglund, seconded by Carlson. Motion carried (5-0)
- **Approval of Claims for Payments (\$56,629.93):**
 - Brister asked for clarification on new process for approving Claims for Payment. Question was asked if Golf Board still needs to approve if Council ultimately approves/pays. Golf Board will continue to approve at board level
 - A motion to approve the Claims for Payment was made by Carlson, seconded by Gill. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (October 2023):**
 - A motion to approve the Claims for Payment was made by Berglund, seconded by Carlson. Motion carried (6-0) with Cunniff now present
- **Capital Equipment Report**
 - Ruehling discussed cart fleet and grounds equipment at the Enterprise Fund Meeting, November 20th, 2023...with City Council. Council will approve once Mayor Duane Jirik and Councilmember Shawn Ryan can review
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Pint and staff have been “winterizing” golf course. Irrigation has been blown out and spraying has been completed.
 - Pint is waiting on delivery of tin for new pump house behind #18 green...will be completed in 2023
 - Board continued discussions about the ash tree removal and possible grants. Pint will work closely with City on this situation and report back to Board with any updates
- **Food & Beverage Update...Holly Werner, Food & Beverage Coordinator:**
 - The inventory control has been a priority...levels are in good shape
 - F & B operation is preparing to host the New Prague Fire Department Christmas Party and the Parkview Clinic Christmas Dinner/Party
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling indicated that the course closed following play on Sunday, November 19th...a 221 day season
 - Ruehling also reported that we have been over 30,000 rounds of golf for 3 straight years!

- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - We had a great Open House last weekend, generated over \$20,000.00 in sales and 13 pre-paid memberships
- **Budget Process Update...Kurt Ruehling, GM/PGA Professional:**
 - Budget was presented at the Enterprise Funds Presentation on November 20th. Council liked the numbers and applauded the Golf Operation for its yearly progress
- **Golf Scholarship Event Summary...Den Gardner:**
 - Gardner announced the 2024 Scholarship Fund Raiser date...August 18th. Berglund and Carlson will, once again, assist on the event committee
- **Miscellaneous:**
 - Berglund brought up the possible building of a new Fire Station and if it would affect any Golf Club funding? Short discussion followed
 - Golf simulator discussion continued...information and prices are still being gathered. 2nd Swing will be contacted for insight and possible advertising
- **Adjournment:**
 - A motion to adjourn the meeting at 7:17pm was made by Berglund, seconded by Carlson. Motion carried (6-0)

Next Golf Board Meeting –Tuesday, December 19th, 2023, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, GME
PGA General Manager*