



400 Lexington Avenue South, New Prague, MN 56071
Phone: 952-758-5326 info@newpraguegolf.com

MEMORANDUM

TO: GOLF BOARD
FROM: JESS TREVINO, FOOD & BEVERAGE DIRECTOR
SUBJECT: MONTHLY DEPARTMENT REPORT – FOOD & BEVERAGE
TODAY'S DATE: MARCH 17TH, 2026

Since the last meeting...

Over the past month, I have focused on strengthening operations and preparing for the upcoming season. I appreciate the board's continued support as we move into an important time of year for the club. As we approach the season, I am finalizing the new food and beverage menu and adjusting our drink offerings moving forward. Brunch will also be shifting as we get closer to the season to holidays and special events to better align with member demand during those times.

Currently working on...

We are exploring the potential use of a beverage cart this summer with the goal of increasing liquor sales and enhancing the overall guest experience. Our focus this season is to drive strong performance and aim for our highest food and beverage sales to date. In preparation, I am actively hiring and setting up training for new staff, along with full menu training for all team members to ensure consistency and confidence in execution. We are also implementing more structure within both the bar and restaurant to improve day to day operations and overall efficiency.

Before the next meeting...

I am hoping to have the team fully trained with proper pouring techniques, new menu training, and full training on our pull tabs. I also hope to have the snack bar up and full functional with for the season, assuming Mother Nature cooperates with us.

RESPECTFULLY SUBMITTED,
JESS TREVINO