



MEETING MINUTES

New Prague Golf Board

On site, New Prague Golf Club
Tuesday, August 22nd, 2023

The meeting was called to order at 6:30pm by Board President Den Gardner. The following Board Members were also present: Bob Cunniff, Adam Gill, Rich Carlson, and Adam Brister. Board Member Jen Berglund and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, City Administrator Josh Tetzlaff, staff Mike Portner, Dan Puls, and Gerry Brown.

- **Approval of July 25th, 2023 Meeting Minutes:**
 - A motion to approve June 27th, 2023 Meeting Minutes was made by Cunniff, seconded by Carlson. Motion carried (5-0)
- **Approval of Claims for Payments (\$32,244.98):**
 - A motion to approve the Claims for Payment was made by Gill, seconded by Bristerl. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (July 2023):**
 - Ruehling highlighted a few new items
 - Board would like to have the Employee Punch Card revenue for the 2024 Budget
 - Cunniff inquired about Full Time wages...Tetzlaff explained
 - A motion to approve the Income Statement and Balance Sheet was made by Gardner, seconded by Cunniff. Motion carried (5-0)
- **Bylaw Review:**
 - Tetzlaff addressed Board regarding a 2nd Draft, Board was very receptive
 - Gardner inquired about Non-Resident Board members being capped at 2...discussion ensued, including a possible removal clause for that cap
 - A motion by Carlson was made to recommend the Bylaws Second Draft to City Council, second by Gill. Motion carried (5-0)
- **Junior Golf Summary...Dan Puls, Gerry Brown:**
 - Puls thanked Board for opportunity to speak
 - Brown indicated that there were 118 juniors and the participation rate was about 80% on a weekly basis
 - Gill asked how the weekly groups are paired up, Puls answered
 - Gardner asked if the current league "set-up" was adequate, or do we need to expand? Gardner would like NPGC to be known for Junior Golf across the state. Puls indicated that the current "set-up" works fine
 - Puls explained the Golf Camps that are offered and would like Junior Golf funds to be allocated for push carts...Board agreed. Ruehling and Puls are to research and address the needs
 - Brown introduced an idea to use Junior Golf funds to supplement the junior Membership fees, driving more juniors to the facility...discussion followed.

- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Tee mowers are here and MTI (TORO) is making a few adjustments, warranty work
 - Pint reported that the greens have been needle-tined (small holes punched to help vent) The tees and fairways will be done with solid tines, minimal disruption
 - Gardner inquired about the \$10,000.00 allocated to the water pump...Portner does not feel like any work will be done this year as the company that does the work is not available
 - Pint provided information and prices on a new stump grinder that the Golf Club would share with the City. More information to follow...

- **Food & Beverage Update...Holly Werner-Pomije, Food & Beverage Coordinator:**
 - Werner reported that the steady flow of events continues!
 - The LeSueur County Health Department performed their walk-through and no significant problems exist. Staff will address a few housekeeping and minor maintenance items...
 - Werner looking to host lunches, card clubs, and wine tastings...etc. this off season

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling highlighted a few very successful events that took place after the last meeting. The 31 days of July featured 30 events of 40+ players
 - Rounds are slightly ahead of 2022, but very close
 - Ruehling continues to get DEMO golf carts in to test drive...and have maintenance staff go through
 - Still hopes that Budget will support a new fleet of (60) carts, this will alleviate the weekend turn-overs and decrease the fleet rental expenses

- **Marketing Update...Kurt Ruehling:**
 - Ruehling is implementing the Fall Membership Promotion of \$200 for remainder of season, then crediting the \$200 in the spring if player joins in full.

- **Golf Scholarship Event Summary...Den Gardner:**
 - The Scholarship Golf Event was a success! Gardner shared information on the event, including (12) teams participated, the round only took 3 hours and 20 minutes, and approximately \$2,700.00 was raised. The Scholarship account is currently at approximately \$8,000.00..."we're in good shape!"
 - A special thanks to Jen Berglund, Rich Carlson, and Kurt Ruehling for organizing and set-up...and Jeff Schipull for scoring and wrap-up!

- **Miscellaneous:**
 - Tetzlaff addressed the consumption of cannabis on City property, Council will act/vote on it at one of their next meetings
 - Brister inquired about the feasibility of a golf simulator in the clubhouse, discussion followed. Brister was asked to research the size requirements, cost, and hours of operation. Ruehling expressed concern regarding winter parties and staffing
- **Budget Discussion:**
 - Ruehling was asked to get quotes on golf carts by the September meeting, if proper procedure allows
 - Ruehling, Gardner, and former Mayor Chuck Nickolay will set up times to begin Budget discussion
 - Gardner and Brister inquired about an Assistant Manager and how it would work in the Budget
 - Tetzlaff spoke to a new “mandatory Sick Leave” policy the City is working on. He will keep department heads informed
- **Adjournment:**
 - A motion to adjourn the meeting at 8:17pm was made by Carlson, seconded by Brister. Motion carried (5-0)

Next Golf Board Meeting – Tuesday, September 26th, 2023, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, GME
PGA General Manager*