



# MEETING MINUTES

## New Prague Golf Board

On site, New Prague Golf Club  
Tuesday, September 26th, 2023

The meeting was called to order at 6:31pm by Board President Den Gardner. The following Board Members were also present: Bob Cunniff, Adam Gill, Rich Carlson, Adam Brister, and Jen Berglund. Councilmember Shawn Ryan was unable to attend. Also present: GPE Owner/Manager Kurt Ruehling, staff Jeff Pint, and Chuck Nickolay.

- **Approval of August 22<sup>nd</sup>, 2023 Meeting Minutes:**
  - A motion to approve August 22<sup>nd</sup>, 2023 Meeting Minutes was made by Cunniff, seconded by Brister. Motion carried (6-0)
- **Approval of Claims for Payments (\$195,499.32):**
  - A motion to approve the Claims for Payment was made by Gardner, seconded by Berglund. Motion carried (6-0)
- **Review Monthly Income Statement and Balance Sheet (August 2023):**
  - Income Statement and Balance Sheet were not approved due to reporting inaccuracies caused from the new accounting software
  - August numbers will be added to October meeting Agenda for approval
- **Capital Equipment Report**
  - No items
- **Grounds Operation Update...Jeff Pint, Superintendent:**
  - Pint is working with TORO on some warranty issues that have arisen from the new equipment...TORO is being very responsive
  - Wood pile has been taken care of
  - Cunniff inquired about the number of trees cut down this year due to disease/damage...Pint indicated that there have been about 30
  - Gill asked about progress with the pump house upgrade, Pint told Board it would be finished this fall
  - Gardner was sent information regarding a tree removal/planting grant that is available. Report also gave a summary of the number of ash trees on property. 369 ash trees, 153 are infected with the Emerald Ash Borer, 132 of those are in bad condition
  - Pint asked to have a strategic plan in place for removal and possible replanting
- **Food & Beverage Update...Holly Werner, Food & Beverage Coordinator:**
  - F & B operation continues to run smoothly
  - We are looking to require all catering to be done by NPGC in the future
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
  - Ruehling discussed the busy 2023 season and indicated that he was able to secure (3) additional events that came over from a neighboring golf course

- **Marketing Update...Kurt Ruehling:**
  - Ruehling reported that the promotional membership program has been a success...signing up 9 new members
- **Golf Scholarship Event Summary...Den Gardner:**
  - No update
- **Miscellaneous:**
  - Ruehling advised Board that he was going to proceed with obtaining bids for a new golf cart fleet and that he would place a deadline to receive at Oct.13<sup>th</sup>.
  - Berglund brought up the earlier discussion about a golf simulator in the clubhouse. Gill volunteered to 'head up' the gathering of information. Ruehling added the challenges of logistics and staffing to the discussion
  - Cunniff spoke to some Junior Golf ideas. Included were the purchase of additional push carts and a possible storage area for them. Ruehling will discuss the possibilities with them
- **Budget Discussion:**
  - Ruehling, Gardner, and Nickolay have gotten together twice prior to this meeting
  - Board would like to meet on October 16<sup>th</sup>, 2023, at 6:30p for an informal Budget Workshop...Cunniff stated that he would not be able to make it
  - Nickolay said he was using a 2% increase in membership dues, greens fees, and cart fees for the initial numbers. He also increased full time employee increases of 5% and a new Assistant Manager position valued at \$45,000
  - Berglund asked why 2022 actuals were not included, Nickolay/Ruehling are to obtain them prior to budget workshop
- **Adjournment:**
  - A motion to adjourn the meeting at 7:54pm was made by Carlson, seconded by Brister. Motion carried (6-0)

**Next Golf Board Meeting –Tuesday, October 24<sup>th</sup>, 2023, 6:30pm**

Respectfully submitted by,

*Kurt Ruehling, GME*  
*PGA General Manager*