



POKEGAMA GOLF COURSE BOARD MEETING MINUTES

**Tuesday, November 19, 2024
8:00 AM**

Chair McDonald called the meeting to order at 8:00 am.

PRESENT: Member Rick McDonald, Member John Bauer, Member John Ryan, Member Tom Lagergren, Member Deb Godfrey.

STAFF: Tom Beaudry, Steve Ross

PUBLIC INPUT:

No one from the public was present.

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.)

Motion made by Member Lagergren, Second by Member Bauer to approve the agenda as presented. Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

APPROVE MINUTES:

1. Consider approval of the October 15, 2024 regular meeting minutes.

Motion made by Member Ryan, Second by Member Godfrey to approve minutes for October 15, 2024 as presented. Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

CLAIMS AND FINANCIAL STATEMENTS:

2. Consider approval of claims in the amount of \$87,092.21.

Mr. Beaudry provided update on status of dock insurance claim and cost information relative to work inside the clubhouse facility.

Motion made by Member Bauer, Second by Member Lagergren to approve the claims and financials as presented. Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

REPORTS:

Steve Ross provided maintenance report including:

- * Planned tree removal work of approximately 20 - 25 trees
- * Status of course - closed up for season
- * Looking into pricing for extra spray treatment for greens
- * One Trackman set up is complete, second will be completed soon with plans to have open to the public by Friday, November 29, 2024.
- * Still reviewing irrigation plan layout including ideas for funding. Estimated timeframe if system was ordered in early 2025, delivery and installation would likely be in 2026.

Tom Beaudry, Director of Golf, is currently on vacation until November 25th. The newsletter for the course went out a week prior.

BUSINESS:

3. Consider approval of the concessionaire contract renewal with the following changes:

Amend page 3 payment to read \$20 and hour for each simulator in use and the rate is to increase 3% every third year beginning December 1, 2027.

Amend page 6 to remove the duties of snow removal.

Mr. Beaudry reviewed the proposed amendments to the concessionaire agreement with Pokegama Grill and recommended approval from the board and forwarding to the City Council for approval.

Motion made by Member Bauer, Second by Member Lagergren to approve concessionaire amendments and forward to City Council for contract approval. Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

4. Consider approval of the updated job description for contract employees.

Review of updated job description for Starter/Ranger contract employees, including exhibit A.

Motion made by Member Ryan, Second by Member Godfrey to approve updated Starter/Ranger Job Description with Exhibit A. Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

5. Consider entering into a cart storage agreement with 214 Properties, LLC for 2024/2025.

6. Consider approving the 2025 budget.

Mr. Beaudry discussed proposed budget, identifying differences between 2024/2025. City Council will finalize budgets in December.

Motion made by Member Lagergren, Second by Member Bauer to approve the proposed 2025 budget and recommend to the City Council. Voting Yea: Member McDonald, Member Bauer,

Member Ryan, Member Lagergren, Member Godfrey

7. 100 year celebration committee discussion.

Discussed current volunteers, including Bob Cahill and John Kelsch, for the planning committee. Also considered focus and fundraising. Board Member Bauer volunteered to join the planning committee. No action required at this time.

CORRESPONDENCE AND OPEN DISCUSSION:

No correspondence is noted.

The next meeting will be held on December 17, 2024 at 7:30 am.

Motion made by Member Bauer, Second by Member Lagergren to adjourn the meeting at 8:53 am.

Voting Yea: Member McDonald, Member Bauer, Member Ryan, Member Lagergren, Member Godfrey

Respectfully submitted:

Kimberly Gibeau, City Clerk