



MEETING MINUTES

New Prague Golf Board

-RESCHEDULED MEETING- on site NPGC
Tuesday, March 12th, 2024

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

- **Approval of January 23, 2024 Meeting Minutes:**
 - A motion to approve January 23rd, 2024 Meeting Minutes was made by Cunniff, seconded by Carlson. Motion carried (5-0)
 - Golf Board was unable to meet in February due to lack of quorum
- **January Claims for Payment (\$40,836.66):**
 - Ruehling indicated a few items that are unforeseen while working on Budget
 - A workers comp fee was paid...Ruehling explained it was from a minor injury suffered by mechanic Mike Portner
 - Ruehling addressed a payment to "Pat Ollhoff" as being the purchase of larger TVs for the 3rd floor grill & bar area. A reversing entry was made to draw the funds out of the Men's Club Fund, as they donated the TVs-thank you
 - A motion to approve the Claims for Payment was made by Berglund, seconded by Gill. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (January 2024):**
 - Ruehling highlighted the lower expenses YTD and will do his best to continue the trend!
 - Berglund inquired about the line items for Special Projects and for Promotions. Ruehling was asked to have explanations for the March meeting
 - A motion to approve the Claims for Payment was made by Carlson, seconded by Cunniff. Motion carried (5-0)
- **Capital Equipment Report**
 - Ruehling reported that a new carpet cleaner and sandwich buffet cooler were purchased. He indicated where they were documented in the financials.
 - The new cart fleet is in the Club Car "queue" and will arrive, hopefully, by the end of May. Current fleet is being used and working just fine.
- **Grounds Operation Update...Jeff Pint, Superintendent:**
 - Pint reported that staff is currently grinding reels and servicing equipment. In the next weeks, they will be going through inventory and restocking for upcoming season.
 - Cunniff asked how many trees were removed during the open winter we had. Ruehling informed Board that no trees were removed...discussion followed
 - Carlson asked if the stump grinder had been purchased yet...Ruehling has not received direct word of the purchase yet.
 - Berglund would like a more detailed update on the tree removal for the next meeting...Ruehling to communicate with Pint on this

- **Food & Beverage Update...Holly Pomije, Food & Beverage Coordinator:**
 - Pomije would like to offer weekend breakfasts...Board was very receptive!
 - Menus are being assembled and prices are being determined
- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling informed the Board that he is currently organizing the online tee sheet with times and pricing
 - Ruehling is also compiling League data bases and organizing the tee sheet to accommodate the 2024 Leagues
 - Gardner inquired about the assistant position. Ruehling informed Board that there will not be an individual for this position in 2024, but the funds will be allocated among individuals assigned additional tasks. The funds will also allow for additional staff to work in the golf shop, freeing up Ruehling to tend to office tasks
 - Ruehling is very encouraged with the sign-up for Wednesday Ladies League and might have to change the format to a 9-Hole shotgun due to the numbers
 - Ruehling would like to document a sincere THANK YOU to golf staff Steve Schoenbauer and Steve Smith for their help during the early start to the golf season!
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling reported that emails are going out to patrons and League participants. Also, League flyers and sign up are available on the NPGC website
- **Golf Scholarship Event Summary...Den Gardner:**
 - Gardner reported that a “healthy balance” in the Fund will allow the awarding of one Boy’s Scholarship and one Girl’s Scholarship this year. Coach Steffi Williams indicated that 4 girls are applying and Coach Denhartog expects 2+ boys will apply as well
 - Scholarship Fundraiser event is scheduled for August 18th, 2024
- **Miscellaneous:**
 - Board would like to assemble survey for golf simulator interest. Ideas for questions will be emailed to Ruehling and survey will be built...shooting for a Mid-May launch
 - Berglund inquired about software use for golf events...Ruehling is incorporating as he sees fit, within the Budget
 - President Gardner is asking each department to document and submit goals for the upcoming season...for the March meeting. This will give the Golf Board a means to measure progress as the season progresses.
- **Adjournment:**
 - A motion to adjourn the meeting, at 7:38p, was made by Gill, seconded by Cunniff. Motion carried (5-0)

Next Golf Board Meeting –Tuesday, March, 26th, 2024, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, GME
PGA General Manager*