



# MEETING MINUTES

## New Prague Golf Board

On site meeting at NPGC  
Tuesday, March 26<sup>th</sup>, 2024

The meeting was called to order at 6:30pm by Board President Den Gardner. The following Board Members were present for the meeting: Den Gardner (via phone), Bob Cunniff, Adam Gill, Rich Carlson, Jen Berglund, and Councilmember Shawn Ryan. Board Member Adam Brister was unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling.

- **Approval of March 12th, 2024 Meeting Minutes:**
  - A motion to approve March 12<sup>th</sup>, 2024 Meeting Minutes was made by Carlson, seconded by Berglund. Motion carried (5-0) Cunniff was not present for vote
- **Claims for Payment (\$75,741.80):**
  - Ryan asked about late fees from Coborn's. Ruehling provided extra insight and then was asked to keep his eye on these small charges and possibly look into an account with Hy-Vee as well
  - A motion to approve the Claims for Payment was made by Ryan, seconded by Carlson. Motion carried (6-0) Cunniff present for this vote
- **Review Monthly Income Statement and Balance Sheet (March 2024):**
  - Ruehling spoke to the Range Supplies budget. The line item should have money remaining at the end of the year
  - A motion to approve the Monthly Income Statement and Balance Sheet was made by Gill, seconded by Cunniff. Motion carried (6-0)
- **Capital Equipment Report**
  - Ruehling reported that the new golf cart fleet is in the "May queue" and will arrive, hopefully, by the end of May.
- **Grounds Operation Update...Jeff Pint, Superintendent:**
  - Pint reported that the golf course came through the winter well and that they continue to grind reels and service equipment.
  - Ryan asked, earlier in the night, if any trees were removed during the open winter. Ruehling indicated that about 6-7 were removed by The City
  - Pint provided Golf Board with his goals for 2024...discussion ensued
  - Gardner asked if there was a plan in place to expand the forward tee on #13, Ruehling will discuss with Pint
  - Berglund referred back to a past meeting and asked if anything has changed with the possibility of removing some sand bunkers and replacing them with grass, Ruehling to ask Pint
- **Food & Beverage Update...Holly Pomije, Food & Beverage Coordinator:**
  - Pomije provided the Golf Board with her goals for 2024...discussion ensued. Ryan asked if she could be more specific as to the marketing goals.
  - Gardner added that time tables might be helpful for all department goals

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
  - In his report, Ruehling stated that the March 11<sup>th</sup> start of the season might be one of the earliest in course history
  - Ruehling provided Golf Board with his goals...both as General Manager and as Director of Golf...discussion ensued
  - Golf Board suggested a mid-year check, to see if goals are on track
  - Ruehling indicated that he will continue to incorporate Golf Genius into Leagues and events as he sees necessary.
  - Ruehling informed Golf Board that NPGC is now participating in the Minnesota Golf Associations “Youth On Course” program which gives junior golfers a discount for greens fees. The discounted fees are then supplemented by the MGA to achieve additional revenue. Ruehling said the early start to the golf season was during a school break and many tee times were filled by regular juniors and Youth On Course juniors, leaving fewer tee times for full fee players. He will look into restriction to help balance the situation
  - League fees are coming in at a great pace and Ruehling anticipates the same, or higher, participation in 2024
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
  - Ruehling reported that his close involvement with continue with Lightspeed to help the new POS be as efficient as possible
- **Golf Scholarship Event Summary...Den Gardner:**
  - Gardner - no new information
  - Scholarship Fundraiser event is scheduled for August 18<sup>th</sup>, 2024
- **Miscellaneous:**
  - Board would like survey for golf simulator to be ready by Mid-May
  - Golf Board will need new members in June. Please promote
- **Adjournment:**
  - A motion to adjourn the meeting, at 7:22p, was made by Berglund, seconded by Ryan. Motion carried (6-0)

**Next Golf Board Meeting –Tuesday, April 23<sup>rd</sup>, 2024, 6:30pm**

Respectfully submitted by,

*Kurt Ruehling, GME  
PGA General Manager*