



# MEETING MINUTES

## New Prague Golf Board

On site meeting at NPGC  
Tuesday, October 28<sup>th</sup>, 2025

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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, Jen Berglund, Adam Gill at 6:33p, Graham Kuehner, and Mayor/Council Liaison Chuck Nickolay. Board Members Bob Cunniff and Adam Brister were unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling, Jeff Pint, Jeff Schipull

- **Approval of September 23<sup>rd</sup>, 2025 Meeting Minutes:**
  - A motion to approve was made by Kuehner, second by Berglund. Motion carried (4-0)
- **Approval of October 7<sup>th</sup>, 2025 Special Meeting Minutes:**
  - A motion to approve was made by Nickolay, second by Gardner. Motion carried (4-0)
- **Claims for Payment (\$176,027.48):**
  - Ruehling indicated that the arrival of grounds equipment added to total
  - A motion to approve the Claims for Payment was made by Nickolay, seconded by Kuehner. Motion carried (5-0, with Gill now present)
- **Review Monthly Income Statement and Balance Sheet (October 2025):**
  - A motion to approve the Monthly Income Statement and Balance Sheet was made by Berglund, seconded by Kuehner. Motion carried (5-0)
- **Capital Equipment Report**
  - Sprayer and Utility Carts have arrived.
  - CIP (Capital Improvement Plan) will be updated
- **Grounds Operation Update:**
  - Pint provided an estimate handout for both tee box renovation and bunker renovations
  - Gill inquired about the condition of forward tee on #13, conversation followed
  - Gardner asked Pint if funds that are currently on the CIP could be allocated to tee box renovation. Pint gave insight
  - Ruehling asked if 2 or 3 tees could be done for the prices on the 7-tee box estimate. Pint explained pricing and logistics
- **Food & Beverage Update...Jess Trevino, Food & Beverage Coordinator:**
  - Chamber is moving its Thursday BINGO to Park Ballroom for expansion opportunities
  - Jess and Kurt are planning on offering brunches and other dining opportunities to offset the BINGO revenue
  - Golf Board praised new FB Coordinator Jess Trevino!
  - Kuehner inquired about raising prices in the FB operation...staff will look into it

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
  - Ruehling informed Golf Board that budgeting has been the focus since last meeting
  - Ruehling provided a rates proposal for discussion
  - Kuehner suggested earmarking increases for projects, all agreed
  - A motion to increase membership fees 4% was made by Gardner, seconded by Gill. Motion carried (5-0)
  - A motion was made by Berglund to incorporate Kurt's proposed rates for all other services, seconded by Gill. Motion carried (5-0)
  
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
  - 16 new promotional memberships have been received to date, Ruehling very pleased
  
- **Golf Scholarship Event Update...Den Gardner:**
  - No update
  
- **Miscellaneous:**
  - Ruehling informed Golf Board that the New Prague Fire Department would like to offer pull tabs at NPGC. All are in favor. Kurt and Jess will meet with Phil Werner, NPF and provide a report back to Golf Board
  - Ruehling discussed his 2026 contract proposal. Nickolay stated that a recent compensation study was conducted and the increases would be approximately 4.72%
  - A motion to approve the new contract between GPE and the City of New Prague was made by Gardner, seconded by Gill. Motion carried (5-0)
  
- **Adjournment:**
  - A motion to adjourn the meeting at 7:44p was made by Berglund, second by Nickolay. Motion carried (5-0)

**Next Golf Board Meeting –Tuesday, November 25<sup>th</sup> 2025, 6:30pm**

Respectfully submitted by,  
*Kurt Ruehling, GME...PGA General Manager*