



# MEETING MINUTES

## New Prague Golf Board

On site meeting at NPGC  
Tuesday, June 25<sup>th</sup>, 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, Bob Cunniff, Adam Gill, Graham Kuehner, and Jen Berglund. Adam Brister and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling and NPGC Mechanic Mike Portner.

- **Approval of May 28th, 2024 Meeting Minutes:**
  - A motion to approve May 28<sup>th</sup>, 2024 Meeting Minutes was made by Gill, seconded by Cunniff. Motion carried (5-0)
- **Claims for Payment (\$46,418.79):**
  - Ruehling added that the Berry Coffee Company, which assess some finance charges, was no longer the preferred vendor...otherwise there were no concerns.
  - A motion to approve the Claims for Payment was made by Cunniff, seconded by Berglund. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (June 2024):**
  - Golf Board would like to have "back up" packets present at next meeting
  - A motion to approve the Monthly Income Statement and Balance Sheet was made by Berglund, seconded by Gill. Motion carried (5-0)
- **Capital Equipment Report**
  - Ruehling informed Golf Board that City Council would like the Budget Process moved up this year, to help ensure better numbers are incorporated.
  - Ruehling mentioned an ongoing compilation of capital equipment needs that is in place with Josh Tetzlaff, City Administrator
- **Grounds Operation Update...Jeff Pint, Superintendent:**
  - Pint submitted his working "5-Year Improvement Plan" to Ruehling. Ruehling stated that he can create copies for Board if requested.
  - Cunniff informed Board that the Junior PGA Team from Hazeltine National GC said our greens are very good
  - Berglund inquired about that grass bunker status, Portner commented that with the rain this spring many other maintenance items have come to the forefront
  - Berglund and Gardner asked if we have any benches available to put out on golf course. Berglund said many Wednesday League players walk and the pace is slow, so benches would be great
  - Portner said once staff catches up, they will address the bench situation
- **Food & Beverage Update...Holly Pomije, Food & Beverage Coordinator:**
  - Coordinator, Holly Pomije reported that we hosted five (5) functions totaling 600+ customers
  - Upcoming events include the League Mid-Season parties, so plans are underway
  - Pomije hosted a Food & Beverage Staff meeting that was well received by staff
  - Pomije is posting daily specials on Facebook...ok response

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
  - Western National Insurance, Men's Club, St. Wenceslaus School, Prince of Peace Ladies, Buck's Classic, NP Wrestling, Shetka Memorial, PGA Junior League, and Couples' League were all successful. NP Basketball was rained out, but rescheduled in August.
  - Ruehling reported that the Junior League boasts nearly 120 kids and is going very well
  - Upcoming events include: Couples' League, (2) MNPGA Junior Events, Darby Smith Memorial, NP Ryder Cup, Denny Greene Invitational, and LeSueur County Veterans
  - Berglund asked if electronic scoring is being used for any events. Ruehling reported that the NP Ryder Cup and Denny Greene Invitational are scored with Golf Genius. Ruehling will see if the Budget can carry the cost of the service in the future
- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
  - Ruehling continues to use the tee sheet, Facebook, voicemail, and email for communications
- **Golf Scholarship Event Summary...Den Gardner:**
  - Gardner reported that the \$100 donations from various leagues is being collected to help fund
  - Gardner's goal for 2024 is 18 teams to participate IN Scholarship Fund Raiser
  - Scholarship Fundraiser event is scheduled for August 18<sup>th</sup>, 2024
  - Gardner asked Ruehling to provide a link on website for information and donations
- **Miscellaneous:**
  - New Golf Board Member, Graham Kuehner, formally introduced himself. Board welcomed him! He had a few questions pertaining to cart paths, bunkers, snack bar, and range hours. Ruehling addresses all concerns.
- **Adjournment:**
  - A motion to adjourn the meeting, at 7:34p, was made by Berglund, seconded by Kuehner. Motion carried (5-0)

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

Respectfully submitted by,

*Kurt Ruehling, GME*  
*PGA General Manager*