

## **GOLF COURSE COMMITTEE Minutes**

### **February 28, 2022 Regular Meeting**

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*The meeting was called to order by Vice-Chair Clark at 12:00 pm on February 28, 2022 in Government Center Room 204.*

#### **1 ROLL CALL**

*MEMBERS PRESENT: Barb Hoag (Chair – online), Troy Clark (Vice-Chair), Robert Kolbe, Lindsey Graskey (online), Jack Sweeney*

*MEMBERS ABSENT: Keith Kern*

*CITY STAFF PRESENT: Linda Cadotte, Mayor Jim Paine, Johanna Rowell*

*ADVISORY AND OTHERS PRESENT: Tom Beaudry, Vince Dodge*

#### **2 APPROVAL OF MINUTES**

2.1 Golf Course Committee (Meeting held January 24, 2022)

***MOTION by Sweeney, second by Kolbe and carried to approve.***

#### **3 OLD BUSINESS**

#### **4 NEW BUSINESS**

4.1 Memo from Chair Hoag

*Cadotte explained the memo is regarding several topics that are included in later points in the agenda. Chair Hoag will address each point as they come.*

4.2 Elect Golf Course Committee Secretary

*Mayor Paine spoke towards committees across the city electing their own secretaries to prepare agendas and minutes. The Clerk's Office will prepare simplified and uniform agenda and minutes format for all committees to follow to make the process easier. Mayor Paine mentioned this will be the best process to keep all committees running when staff availability is limited.*

*Beaudry suggested asking one of his staffers could do the job. He would like to talk to the person before making it official.*

*Hoag asked if the meetings are still being recorded. They are recorded and minutes can be completed using the recording.*

***MOTION by Sweeney, second by Clark to hold in committee until the next meeting and carried.***

4.3 Update on bid for Emergency Weather Alert System

*Beaudry said the original quote was broken down and \$15,000 was applicable to the Emergency Notification System the committee was looking at doing. He suggested that if the committee was interesting in moving forward with the plan, it should be put into the capital plan for next year and additional bids could be gathered at that time.*

*Sweeney asked about the liability implications and the possibility of posting signs instead of having a notification system. Beaudry said Kemper Sports' insurance company advised that to*

*do something is better than to do nothing and they are confident that they would defend and cover any liability issues that might arise.*

*Clark asked if any other properties that Kemper Sports manages currently has a notification system in place. Beaudry responded that yes, some of them do.*

*Cadotte asked about using a phone check-in. Beaudry said that everyone must be notified at the same time and imperfections in technology make phone notifications an unreliable option.*

***MOTION by Sweeney to hold in committee for more information on liability. Withdrawn.***

*Cadotte asked about Kemper Sports' recommendation. Beaudry recommends play at your own risk approach rather than implementing an Emergency Notification System.*

***MOTION by Clark, second by Kolbe to not pursue implementing an Emergency Weather Notification System and carried.***

4.4 Club restaurant comparison to other similar sized restaurants/golf course in publicly owned courses ran by Kemper Sports

*Beaudry shared a comparison of the average dollar amount spent on food and beverage for every person that visits the Nemadji Golf Course vs. other similar golf courses. From a business standpoint, Nemadji is doing well.*

4.5 Options for tee signage with updates from the trade show

*Dodge shared that he is in the process of gathering information as he is still waiting on some vendors for more information. He will have mock-ups and pricing information available by the next committee meeting.*

*Clark asked if this needed to be done this year. Dodge stated it should and is budgeted in capital.*

*Kolbe asked if Kemper Sports is looking for sponsorships for the tee signage. Dodge said no sponsorships for the signage itself because signs are long term and sponsors can change. Sponsorships could potentially be done in a different way with a separate posting.*

***MOTION by Clark, second by Kolbe to hold in committee until next meeting and carried.***

4.6 Timing of blended scorecards release

*Hoag asked if the new score cards to be used at the beginning of the season rather than switching when the tee signs are updated to avoid confusion. Dodge said this is the plan and the new cards will be available before the season opens.*

***MOTION by Clark, second by Kolbe to start the season with the new score cards and carried.***

## **5 RECURRING BUSINESS**

5.1 Profit/Loss – Budget/Actual Statement

*Financials reflect items from last year being sold at cost in preparation for receiving new inventory this year. Payroll below budget due to the time it took to fill the Sales and Marketing position. Operation above budget due to preparation for kitchen upgrades. Total expenses about \$500 over budget and will be made up next month.*

## 5.2 General Manager/Golf Pro – Report

*Golf Shop Manager position has been filled by Travis Miller. Other positions remain open but Beaudry is confident that the efforts to hire people in the next month will fill them.*

*Green to a tee initiative has reached level 2. Level 3 would be a significant financial investment. The largest part of the expenditure would be to update the wash water station used to wash equipment. Current station is not as environmentally friendly as needed for next level of certification.*

*Attended Safety National webinar on January 25. Beaudry said Nemadji is in a good position.*

*Received grant from PGA Hope to help teach to wounded veterans.*

*Lake Superior Ice Festival was a great event for exposure.*

## 5.3 General Manager Top Three Concerns

*Attracting kitchen staff has remained a challenge.*

*What will happen in this world we live in?*

*Later start than last year due to the snow.*

## 5.4 Superintendent – Grounds/Maintenance Report

*Painting in the clubhouse was completed in January. New vanity and sink installed in the men's restroom. New tables and chairs arrived. Carpet cleaning has been pushed back in preparation for kitchen updates.*

*New equipment will help oversee greens with greater efficiency and frequency.*

## 5.5 Nemadji Women's And Men's Club – Concerns/Updates

*Officers from Women's Club met with Tom and Travis about events and scheduling for the Club. Women's Club Spring Meeting will be held April 19<sup>th</sup> and will include a meal. Last year's meeting was cancelled so the Club is excited to be holding it this year.*

*Men's Club met last week with Tom for Club events and scheduling. Men's Club Spring Meeting will be April 1<sup>st</sup>. Men's Club is looking for commissioners.*

## 5.6 Possible Agenda Items for Future Meeting (March 28, 2022 at 12:00 p.m.)

1. *Elect Committee Secretary*
2. *Mock-ups for tee signs.*

*Kolbe asked how long the committee was scheduled to meet. Clark stated that it is currently planned until the end of this year with the option to extend. Cadotte said she feels there is real value in keeping this committee going, but also believes that Kemper Sports is doing an excellent job and the committee can reevaluate at the end of this year.*

## 6 ADJOURNMENT

***MOTION to adjourn by Kolbe, second by Clark and carried.***

*Meeting adjourned at 12:56 pm.*

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*Respectfully submitted by Johanna Rowell.*