

VILLAGE OF GLENCOE
GOLF ADVISORY COMMITTEE

Regular Meeting
Glencoe Golf Club
621 Westley Road

May 21, 2012
7:00 p.m.

A G E N D A

The Village of Glencoe is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village of Glencoe at least 72 hours in advance of the meeting at (847) 835-4114, or please contact the Illinois Relay Center at (800) 526-0844, to allow the Village of Glencoe to make reasonable accommodations for those persons.

1. CALL TO ORDER AND ROLL CALL

*Joe Keefe, Chairman
Jim Hirsch
Mitch Melamed
Mark Metzner
John Nesbitt
Ron Schmidt*

2. APPROVAL OF MARCH 2012 MEETING MINUTES

3. PUBLIC COMMENT TIME

4. MANAGER'S MONTHLY REPORT

*April 2012 Summary Report
Clubhouse Task Force Update*

5. REQUIRED OPEN MEETINGS ACT TRAINING

6. OTHER BUSINESS

7. ADJOURNMENT

VILLAGE OF GLENCOE
GOLF ADVISORY COMMITTEE

Meeting Minutes
March 19, 2012

1. CALL TO ORDER AND ROLL CALL

The Golf Course Advisory Committee was called to order at 7:00 p.m. at the Village Hall. The following members were present:

Joe Keefe
Jim Hirsch
Mitch Melamed
John Nesbitt
Ron Schmidt

Committee member Mark Metzner was absent.

2. APPROVAL OF THE JANUARY AND FEBRUARY 2012 MEETING MINUTES

The meeting minutes for both January and February were approved as written.

3. MANAGERS MONTHLY REPORT

- Stella Nanos reviewed the February monthly report.
- The end of fiscal year financial statement shows a total of \$280,994 for the capital reserve fund.
- Tree trimming was completed on the willows as part of our winter capital work. The work was done by climbers as the turf was too soft for large machinery.
- A permanent tee time update was given. We are currently trying to fill three foursomes with singles.
- The 11th tee project was reviewed; the tee expansion will add 35 yards to the hole.
- Joe Keefe requested that a bond repayment schedule be created by Dave Clark for the potential clubhouse loan. Stella told the committee that this work has already been completed for loans ranging from \$3 million to \$7 million. She was then asked to bring the financial materials to the next meeting.
- Stella also explained that the long term capital plan was reviewed with Dave Arden to determine our payment payback ability with expenses.
- The space plan from the feasibility study is expected to be received shortly. This plan will help to determine the location of the clubhouse.
- It was agreed that the driving force behind the location of the new clubhouse will be its affordability.
- The permanent tee time program was discussed. We are currently three foursomes short of budget and many of the existing groups are in need of singles.
- The idea of having a year round restaurant in the new clubhouse was discussed. The consensus was that it would be a great amenity to the community.

- Issues arising with the new director of instruction may cause us to be searching for a new candidate.
- We are currently looking for PGA instructors to teach at the Academy.
- The committee was informed that the management fee going forward was going to be \$40,000. This reduction was due to a reevaluation of the services provided by the Village to the golf course.
- Joe Keefe recommended that the management fee should be used to pay back the bond issue for the new clubhouse as we move forward.
- The new clubhouse is going to be an asset for the entire community.
- It was discussed that the plans for a new clubhouse may be pushed back until a new Village Board is elected.
- Joe Keefe said that Larry Levine is going to run for Village President and Scott Feldman may not want to approach another major issue during his tenure.
- A plan should be created to get the community involved in the new clubhouse so that we would have a positive force at the Village Board meetings.
- Joe Keefe reviewed an article written on the Winnetka Golf Club and their upcoming budget. The article stated that their budget shows an \$180,000 deficit for the upcoming season. They are also considering a \$12 million capital project for storm water management.
- Joe also discussed the fact that all of the capital work on the Glencoe Golf Club is from monies generated by the Club not from the Village.
- A question was asked if the Village foresees any other major bond issuances in the future.
- A point was made that there are still storm sewer issues in Glencoe that may need to be addressed in the near future.

4. ADJOURNMENT

- There being no further business for discussion, the meeting was adjourned at 7:50 p.m.



Glencoe Golf Club

To: Golf Advisory Committee
From: Stella Nanos, General Manager
Date: May 11, 2012
Subject: April 2012 Monthly Report

Financial Overview: The average temperatures in April were below normal throughout the month with 13 days of frost. April also recorded lower temperatures than March for the second time since 1907. A rainfall of over two inches occurred on April 16th/ 17th forcing us to not permit power cart rentals for two days. Total revenues were \$85,211 versus the budget of \$68,745.

	2012 Actual	2011 Actual
Rounds	1,820	1,188
Average Rate	\$32.21	\$31.24
FYTD Rounds	3,313	1,351

Departmental Overview:

Golf Shop: Green fee revenue was \$58,637 vs. a budget of \$43,345.

Merchandise: Merchandise sales totaled \$3,257 vs. a budget of \$2,850.

Driving Range: Driving range sales were \$5,094 vs. a budget of \$2,700.

Rentals: Power cart rentals revenue was \$11,638 vs. a budget of \$8,000; pull cart rental revenue was \$714 vs. a budget of \$850.

Food & Beverage: The restaurant opened for business April 1st. The first lease payment is scheduled for the month of May.

Golf Course:

- The 11th tee project was completed. The new tee surface was sodded with bent grass. All the landscape work was completed and the new natural areas were seeded.
- Work on the new retaining wall for the 11th hole turn around has begun. The work will be completed in May.
- The new target green on the driving range is ready for play.

- A new water treatment system was installed in the pump house. This new system will make our irrigation more efficient and save on water use.
- The pond aerators and drinking fountains have been placed on the course.
- All of the landscape beds have been weeded and mulched.

2012 Weather: The high temperature for the month was 76 degrees and the low was 31 degrees. The average high for the month is 57 degrees and the average low is 38 degrees. Total precipitation was 3.90 inches against an average of 3.58 inches.

Marketing Notes:

- A brochure was created for the golf club promoting our rates, academy, outings and food and beverage service. These brochures will be used internally as well off site for promotions and brand awareness.
- A banner promoting summer camps was placed on Green Bay Road.
- Email Blast to CDGA Juniors inviting all youth golfers to participate in the upcoming Ryder Cup youth skills challenge, a Glencoe Golf Club Ryder Cup Prep Clinic, and the elite junior golf training program.
- The Swing Tune up Free Clinic taught by Ken Mine a PGA Professional who will be working both in the golf shop and at the Academy.
- We utilized Google and Microsoft adwords to promote permanent tee times and the Glencoe Golf Academy.
- A business listing is running for the Glencoe Golf Academy in Google places as well as Bing business portal.
- Twitter and Facebook profiles have been updated with course news.

Miscellaneous:

- Bill Sakas and Travis Johns were retained as instructors for the Glencoe Golf Academy.
- The Glencoe Golf Club will be hosting a Youth Skills Challenge in conjunction with the upcoming Ryder Cup event scheduled for this fall. All participants in the Challenge will receive two free tickets to the Ryder Cup.
- The Club went to full rates on April 13th.
- Staff attended the Glencoe Ladies Golf League's spring meeting. The ladies league is scheduled to play 25 weeks out of the season.
- Staff attended the Glencoe Park District's family fun fest to promote summer camps and the golf course.
- An article ran in the Trib Local on Public Golf on the North Shore. The article featured the success of the Glencoe Golf Club as it relates to the local competition.

Sincerely,

Stella Nanos
General Manager
Glencoe Golf Club



Village of Glencoe

675 Village Court, Glencoe, Illinois 60022
Telephone 847.835.4114 • Fax 847.835.1785

MEMORANDUM

DATE: May 17, 2012
TO: GOLF ADVISORY BOARD
FROM: Stella Nanos
SUBJECT: Required Open Meetings Act Training

New state law requires that that all members of a public body (e.g. Village Board, commissions, committees, etc.) complete online Open Meetings Act (OMA) training by the end of this year. To meet this requirement, we are requesting that all committee members complete OMA training by no later than December 1, 2012.

The training should take approximately 1 hour to complete and can be accessed on the Illinois Attorney General's website at the below address:

http://foia.ilattorneygeneral.net/electronic_foia_training.aspx

The goal of this training is to provide an overview of the general principles of the Open Meetings Act and to offer some hypothetical situations relating to the specific provisions in the law, in order to become familiar with how the law works in practice.

Upon completion of the training module, participants will be offered the option to print a "Certificate of Completion". Please email or mail your certificates to the attention of Margie Ziegler, Executive Assistant, (margiez@villageofglencoe.org) so that the Village may certify that this training requirement has been satisfied.

Thank you for your time in completing this request. Please let me know if you have any questions or if you need assistance in completing the training.