

VILLAGE OF GLENCOE
GOLF ADVISORY COMMITTEE

Meeting Minutes
February 18, 2013

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, Chairman
John Nesbitt
Ronald Schmidt
Scott Shore
Mitch Melamed and Jim Hirsch were absent.

2. APPROVAL OF THE JANUARY 2013 MEETING MINUTES

The January 2013 Golf Advisory Committee meeting minutes were approved as written.

3. PUBLIC COMMENT TIME

There was no public comment.

4. MANAGERS MONTHLY REPORT

- Stella reviewed the January monthly report.
- Rain checks were discussed and Stella informed the group that \$6,626 in unused rain checks were recognized in the January financial statement.
- The lesson revenue was discussed. The Club takes 25% of all lesson money so this time of year the revenue is minimal. We generate more revenue for the Club through camps and clinics.
- Tree trimming and safety pruning was completed on over 60 trees throughout the course.
- The permanent tee time contracts were sent to our existing members. Stella informed the committee that there are three new groups joining the program in 2014.
- Stella informed the committee that we will end the year with the highest round count in the last 7 years.
- Work in the kitchen has begun to make room for additional refrigeration and draft beer.
- The committee thought that draft beer would be well received by the public.

5. 2013 BUDGET PREVIEW: REVENUE, PAYROLL AND EXPENSES

- The proposed revenue, payroll and expenses for the 2013 season were presented. Included in the presentation was a comparison of all line items to last fiscal year.
- Stella explained that the off season revenue, totaling over \$120,000, has made a big difference on our bottom line this season. However we are not at a level of consistency with weather November through February to start budgeting for this additional revenue.

- Power cart rental revenue was the highest it has ever been due to the drought in 2012. The budget will reflect revenues based on average temperatures, not the drought that was experienced this year.
- The permanent tee time program is a large portion of our budget. We currently have two new groups booked for 2013 but may also lose an existing group due to pace of play issues.
- A question was asked if we anticipate gaining any permanent players from Wilmette. Stella responded that Wilmette is not closing until August so the majority of their players will remain at Wilmette during the summer and not participate in our program.
- The Golf Academy was discussed. The director's position has been eliminated and the work will be taken on by Stella with some assistance from staff. The cost to bring on a true director would be over \$50,000 including benefits and the Academy is not in a position to make that commitment at this point.
- A question was asked as to the long term goals of the Academy. Stella responded that the Academy will grow but not to the size of Green To Tee. The range and practice areas are not sized properly to fulfill the needs of a large academy.
- Joe Keefe agreed that we are limited in size and many times the former academy used all of the spots on the tee line at the driving range preventing public access.
- A suggestion was made to bring in a different teaching academy to bring in more bodies for the course. Stella explained that there was no impact on greens fees from the loss of the former academy but the food and beverage did feel an impact. Stella reiterated that we are limited due to space constraints as well as the fact that driver use is prohibited on the range.
- The committee discussed the necessity of a net on the driving range especially with the new club house. Stella explained that there was a lot of money that is being lost annually due to the lack of driver use.
- Payroll expenses along with monthly hours budgeted were reviewed.
- The maintenance crew was discussed. Stella explained that finding and retaining skilled labor for the golf course is always a challenge.
- The turnover of staff was discussed. Stella informed the committee that the most of our rangers and starters are retired individuals and we pay minimum wage, so we usually attract workers that are looking to take advantage of the free golf and it is hard to attract more reliable individuals.
- The maintenance staff was discussed. Stella explained that the Village has a very stringent hiring process that scares off many potential candidates but gives us the reassurance that all of our staff are legal workers.
- Joe Keefe informed the committee that the Park may have some people that would be interested in working on the maintenance staff.
- The water expense was discussed.
- The cart lease is increasing due to the new contract by \$10,000.

- The budgeted utility rates were discussed. Stella informed the committee that our costs have decreased and we are making efforts to reduce fuel usage through the purchase of electric utility carts.
- The management fee was then discussed with the hopes that it may be reduced moving forward. Stella informed the committee that the fee was being increased by .296% to \$41,184.
- Joe Keefe informed the committee the management fee will be reconsidered with the building of the new clubhouse.
- A question was asked if the Village Board is looking for a higher management fee due to the success of the Club. Joe Keefe responded by saying the fee is based on a report of actual expenses incurred by the Village not by the success of the Club.
- The credit card fees were discussed. Stella explained that according to Dave Clark's report we are receiving the lowest rates possible. She also explained that we would rather have credit card transactions versus cash, so we will not discourage accepting credit cards.
- The projected capital fund balance at the beginning of FY2014 is \$793,000.
- A question was asked if there was money budgeted for the clubhouse architect. Stella informed the committee that the architect's fees are not included in our capital plan budget.
- Stella estimated that the architect's fee may be in the range of \$300,000.
- A question was asked as to the planning of a Task Force Committee meeting. Stella explained that there is no meeting scheduled at this point. She explained that once the RFQ for an architect is sent out the RFP will follow. At that point it would make sense to have a meeting.
- A motion was made to approve the golf course operations budget that was submitted for FY14; the vote was unanimous in favor of the motion.
- A question was asked as to what has been done with the idea of moving the maintenance building earlier than building the clubhouse that was discussed at the last meeting. Stella explained that nothing could be done quickly due to the fact that we would still need outside funding to move the maintenance building. She was in agreement that moving the maintenance building did not have to coincide with building the new clubhouse but we would have to have all of the approvals and funding before we could move forward.
- Joe Keefe informed the committee that he was approached by two residents that they are against moving the maintenance building regardless of the impact it will have on the community or traffic.

6. ADJOURNMENT

- There being no further business for discussion, the meeting was adjourned at 8:00 p.m.