

MINUTES OF THE FLAGG CREEK GOLF COURSE
ADMINISTRATIVE BOARD MEETING
December 18, 2019 7:00 P.M.
Pleasant Dale Park District

I. **CALL TO ORDER.**

The Flagg Creek Administrative Board Meeting was called to order at 7:01 p.m.

II. **ROLL CALL.**

Present:

John Von Drasek, Chairman
John Finn, Board Member
Michael Natale, Board Member
Brad Tertell, Board Member

Absent:

Jerry Welch, Board Member

Also present:

Billy Rosinia, Golf Course General Manager
Dave Schutter, Finance Director

III. **ADDITIONS/CORRECTIONS TO THE AGENDA.**

None.

IV. **COMMENTS FROM THE PUBLIC.**

None.

V. **CONSENT AGENDA.**

- A. Approval of the Regular Meeting Minutes from November 20, 2019.
- B. Review of the Paid Bills Report for the Period of November 1 – November 30, 2019.

Member Tertell made a motion, seconded by Member Natale to approve the Regular Meeting minutes from November 20, 2019 and the Paid Bills Report for the period of November 1 – November 30, 2019 under the consent agenda. The motion carried by the following vote:

Aye: 4 Chairman Von Drasek, Member Finn, Member Natale, Member Tertell

Nay: 0

VI. **NEW BUSINESS.**

- A. Presentation of Revenue Share Statement for Video Gaming for the Period Ended November 30, 2019.

Dave Schutter presented the revenue share statement for the period ended November 30, 2019. There was a profit of \$550.19. This was a 55% decrease from last month's profit of \$ 1,228.05.

B. Presentation of Financial Report for the Period Ended November 30, 2019.

Dave Schutter presented the financial report for the period ended November 30, 2019. He noted that the \$45K in improvements for the wireless tower and Connection to the City's network was now reflected in the statements through November. In addition he noted that the sidewalk improvements, as a part of the City's overall repaving bid have been initially expensed and paid for in the City's capital fund. He noted that the engineer will detail final costs for the sidewalk portion and the City will provide a journal entry to charge those costs to the FCGC fund which will likely hit the January financial statement period. He concluded that the FCGC fund is showing adequate operating results when accounting for the non-reoccurring capital project costs previously noted.

Billy Rosinia wanted to discuss the topic of closing the golf course during the winter months. This suggestion was brought up at the November Board meeting. Mr. Schutter noted that this discussion should consider closing the doors to the public versus operating the facility largely on fixed salaried costs alone except where parties or other events are involved. Member Finn stated that there would be no savings for closing the doors to the public when sufficient salaried staff would be available to handle limited club house activity.

With respect to hiring seasonal or part time staff to cover activities in the winter months, Billy stated that there is a maintenance schedule that needs to be performed in the down months to get the course ready for the next season. He noted such items as degreasing the kitchen, steam cleaning the grout on the bathroom floors, and cleaning up the golf carts. Billy has spoken with Dave Schutter regarding these items. Billy brings in staff, who are paid \$12.00/hour to perform the work rather than bringing in a service to do the work.

Dave Schutter addressed Member Natale's question from the November board meeting regarding line item Golf Course Revenue (53-11-360-3250) regarding the \$80,000 in the 2019-20 original budget column. Dave stated that this amount will be mainly paid in the months of March and April, therefore, most of it has not been collected yet.

C. Rounds Report for November.

Billy Rosinia reviewed the Rounds Report for November with the Board. There were a total of 667 rounds played, and 19% were residents.

D. Donation Requests.

- Berwyn Park District.

Member Natale made a motion, seconded by Member Tertell to approve the donation request noted on the agenda. The motion carried by the following vote:

Aye: 4 Chairman Von Drasek, Member Finn, Member Natale, Member Tertell

Nay: 0

E. Staff Reports.

Billy Rosinia stated that Breakfast with Santa was a success. Both dates were sold out.

Billy discussed the book signing event on December 6-7 with the Board. The turnout on Friday, December 6th was a little light, however, on December 7th they had approximately 25 people who attended the event.

F. Other.

Dave Schutter distributed and reviewed the management letter to the Board from the auditors, Baker Tilly Virchow Krause, LLP.

G. Next Meeting Date.

The next meeting date will be Wednesday, January 15, 2020 at 7 p.m. at Pleasant Dale Park District.

VII. **ADDITIONAL ITEMS.**

None.

VIII. **ADJOURNMENT.**

A motion was made to adjourn by Chairman Von Drasek, seconded by Member Tertell that this meeting be adjourned. The motion carried by the following vote:

Aye: 4 Chairman Von Drasek, Member Finn, Member Natale, Member Tertell

Nay: 0

Chairman Von Drasek declared the meeting adjourned at 7:42 p.m.

Approved:

John Von Drasek, Chairman