

## MINUTES

**BOARD/COMMISSION:** Recreation

**DATE:** 1/16/14

**MEETING:** Regular

**CALLED TO ORDER:** 7:01 p.m.

**QUORUM:** Yes

**ADJOURNED:** 8:40 p.m.

**LOCATION:** Village Links of Glen Ellyn

### **MEMBER ATTENDANCE:**

**PRESENT:** Chairman Cornwell, Commissioners Girsch, Graham, Jourdan, Miller, Student Commission Dickson

**ALSO PRESENT:** Trustee Liaison O'Shea, Recreation Director Pekarek, Recording Secretary Solomon

**ABSENT:** Commissioners Leuzzi, Cavanagh

### **CALL TO ORDER**

The January 16, 2014 regular meeting of the Recreation Commission was brought to order at 7:01 p.m. at the Village Links of Glen Ellyn located at 485 Winchell Way. A quorum was present.

### **Public Comments**

None

### **Approval of Minutes**

Commissioner Jourdan move, and Commissioner Miller seconded to approve the minutes from the December 18, 2013 meeting. The motion carried unanimously by a vote of 5-0.

### **STANDING REPORTS**

#### **Manager's Report/Financial Report**

Manager Pekarek stated they have ended the year open for "Winter Golf." The annual Holiday Open House was held on Sunday, December 1<sup>st</sup>, and 452 guests attended. He stated this number was lower than in years past, but he attributes this to the open house being early in the month and during Thanksgiving weekend. He stated the December sales in Reserve 22 were encouraging, and December's banquet sales equaled \$21,800 – 27% of all Reserve 22's sales.

Manager Pekarek stated after a partial banquet/outing season, they finished with 63 golf outings that generated \$166,000 in golf revenue, and 102 banquets which generated \$115,000 in revenue for a total of \$281,000 in revenue. He stated this was not a bad total considering this was a partial year, and they can build on this. There was a discussion about the size and costs of banquets and ways to continue to build the banquet business.

Manager Pekarek stated for the 2013 calendar year, rounds were down 17% on the 18-hole course and down 21% on the 9-hole course. He stated rounds were down 19% overall, and green-fee revenue was down 14%. He stated these numbers are due to the construction and should be better in 2014. There was a lengthy discussion on ways to increase revenue including the number of rounds played per hour, incentive programs, upholding of the cancellation policy and permanent tee times. Trustee O'Shea stated Spring and Summer 2014 will tell us a lot about what may happen with golf-play going forward. Chairman Cornwell recapped the discussion and asked Manager Pekarek to look into the possibilities of charging for tee times that are not cancelled 48 hours in advance and decreasing the tee times in the permanent times to 7 per hour.

A motion was made recommending that staff decrease the number of tee times in the weekend permanent times to 7 tee times per hour and enforce the no show policy more strictly by charging groups who do not cancel tee times 48 hours in advance. Motion carried 5-0.

Manager Pekarek updated the commission on the bond payments from the 2002 bond issue and the 2012 bond issue. He clarified the discussion from the December meeting about the residence purchase adjacent to Panfish Park. Trustee O'Shea asked why this is being paid from the Recreation Fund, and Chairman Cornwell stated the commission was not told this. Manager Pekarek stated the Recreation Fund will pay for this purchase over the next 10 years at \$14,000 per year if the property is made part of the park.

Chairman Cornwell asked for the reporting sub-committee was doing. Commissioner Jourdan stated they are figuring out how far the categories should be broken down. The commission recommended 1 – Golf Operations and halfway house, 2 – Restaurant and 3 – Banquets.

### **Trustee Liaison Report**

Trustee O'Shea stated the budget is now moving to the calendar-year as of 2015 so the next budget will only cover 8 months, from May 1, 2014 to December 31, 2014. He stated Jim Burket is now a Trustee on the Village Board as Trustee Friedberg stepped down. He stated the Board approved funding for studies on under-passes and over-passes.

### **Announcements and Other Business**

Chairman Cornwell stated they are still looking at furniture selection for the Village Links Meeting Room. Trustee O'Shea asked if there would be blinds also, and Manager Pekarek stated the Maude Group would be making recommendations. He stated they are still getting quotes from vendors on the furniture.

Commissioner Jourdan asked if there is a punch list for the clubhouse, and Manager Pekarek stated there is a list for the contractor.

The next meeting of the Recreation Commission will be Wednesday, February 19<sup>th</sup>, 2014 at 7:00 p.m. at the Village Links.

### **Adjourn**

Commissioner Jourdan moved to adjourn the meeting at 8:40 p.m. Commissioner Girsch seconded, and the motion carried unanimously by a vote of 5-0.

Submitted by: Debbie Solomon, Recording Secretary

Reviewed and edited by Matt Pekarek, January 14, 2014

Approved as revised by the Recreation Commission February 19, 2014