

RECREATION COMMISSION

MINUTES

FEBRUARY 17, 2017

Board or Commission: Recreation

Date: February 17, 2017

Meeting: Regular

Called to Order: 7:00 a.m.

Quorum: No

Adjourned: 8:33 a.m.

MEMBER ATTENDANCE:

Susan Q. Carroll	Commissioner	Excused Absence
Jeffery M. Jourdan	Commissioner	Present
Brad S. Browder	Chairman	Excused Absence
Les Chandler	Commissioner	Excused Absence
Glen G. Graham	Commissioner	Present
Mark W. Reinke	Commissioner	Excused Absence
Kevin S. Kennebeck	Commissioner	Excused Absence

Also Present:

Jeff Vesevick	General Manager / Staff Liaison	Present
Tim O'Shea	Liaison Trustee	Present
Mark Franz	Village Manager	Excused Absence
Mike Campbell	Golf Professional	Present
Noel Allen	Director of Golf	Present
Chris Pekarek	Golf Course Superintendent	Present
Mike Concepcion	Executive Chef / Director of Food & Beverage	Present

1. CALL TO ORDER

The February 17, 2017 regular meeting of the Recreation Commission was called to order at 7:00 AM at the Village Links of Glen Ellyn Maintenance Facility; 485 Winchell Way; Glen Ellyn, Illinois by Commissioner Jourdan.

2. PUBLIC COMMENTS

1. None

3. APPROVAL OF MINUTES FROM January 20, 2016 MEETING

Quorum was not present and as such minutes were not approved.

4. **STANDING REPORTS**

A. MANAGER – JEFF VESEVICK

The month of January was unseasonably warm which helped personnel get a jump on preparations for spring.

Manager Vesevick stated that he has been reviewing resumes to hire an internal marketing employee.

RESERVE 22

The restaurant traffic was down in January and thus very difficult to turn a profit. The Red Envelope program encouraged people to return to the restaurant but overall profits still lagged.

Bank is booked for the weekend which will draw a good crowd based on the number of reservations taken already.

GREENS

Superintendent Pekarek announced the golf course is opening today to take advantage of this upcoming week with unseasonably warm weather. Course is a tad soft but pretty dry overall.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan reported that the numbers for January were to be expected. There was less revenue but there was less loss as well.

C. TRUSTEE LIAISON – TIM O'SHEA

Community Development:

1. Soukups property and business was sold and new tenant will renovate the property.
2. New Panera site is scheduled and demolition of the existing buildings should commence very shortly.
3. New police station is moving along and is on budget and on time.

5. **RESERVE 22 PRESENTATION**

Executive Chef, Concepcion presented a report detailing new information regarding food operations as we move into the spring.

The Halfway House is scheduled to open today and the menu has been tweaked to accommodate the demands of the golfers. He is hoping to cut the selection and revise the inventory so that profit is made quicker and extra inventory does not remain unsold.

Chef Concepcion renegotiated the contract with Coca-Cola which provided a discount per case. In addition, US Foods was secured as our food supplier. There are discounts and rebates associated with moving forward with US Foods which will help overall bottom line. US Foods is also helping aesthetically design and engineer the new menus.

Chef Concepcion drafted and implemented a service training manual so that all personnel complete the training upon hiring. He is hoping that with this program, service expectations will be clearly represented to the employee. Hiring for the spring has begun.

List of events include: Easter / Mother's Day celebrations. March Madness will produce specials on wings and beer/drink specials. The McNulty dancers are coming back for St. Patrick's Day and the fish fry menu item will be added on menu for Lent. Father's Day barbeque cookout will also be scheduled again.

Trustee O'Shea asked if there is any promotional incentive to lure customers to place their comments on Yelp. Manager Vesevick stated that restaurant employees are encouraged to ask customers to go on Yelp to post a review.

6. GOLF CART GPS

Golf Professional Campbell has researched GPS service providers and presented his information to the Committee. His research suggested all providers are about the same. There is no negative feedback on any of the three companies – Yamatrack, Visage or EZ-GO. Therefore, Golf Professional Campbell suggested Village Links move forward with Yamatrack because it will be a significant savings and there is not much of a difference between systems to justify cost upgrade.

Commissioner Graham asked if there is the ability to order food through the GPS system to have the meal ready at restaurant or halfway house. Chef Concepcion stated that once the GPS system is selected, he will research this suggestion.

Manager Vesevick reported that new carts are to be delivered mid-March and the GPS system can be installed onsite in April. However, due to the expense of the GPS system, it must be presented to the Board. As such, Manager Vesevick will add the purchase of Yamatrack GPS system on the agenda at next Board meeting. In addition Manager Vesevick will send out a doodle poll to the Commissioners to ensure no member has a strong objection to the GPS option.

7. ANNOUNCEMENTS AND OTHER BUSINESS

Manager Vesevick stated that the multi-play punch card program gave the golfers the option to purchase 20 rounds of golf for the season. This promotion has been very successful and the numbers have gone up. The goal is to increase rounds and the numbers show that the multi-play is a very effective program. The question remains what happens to the customers who do not use their full 20 rounds? Currently if you don't use the full amount it's gone. Trustee O'Shea said that customers should be able to use the unused money or a percentage of it in the pro shop or the restaurant without carrying over into the next year. Director

of Golf Allen disagreed with this approach because the pro shop and restaurant have a higher margin of cost and the dollars that would be carried over are less profitable. Commissioner Graham added that the policy should remain the way it is – you don't use you lose the value of the punch card.

At the next meeting Manager Vesevick will present the numbers for the pavilion research he conducted and the bid from the interior designer for the dining room renovations.

8. **NEXT MEETING MARCH 17, 2017 at 7:00 AM.**

9. **ADJOURN**

Commissioner Graham moved and Commissioner Jourdan seconded, to adjourn the meeting. The meeting was adjourned at 8:33 a.m.

Submitted by Angela Andrianopoulos, Recording Secretary

Reviewed by General Manager Jeff Vesevick