

**RECREATION COMMISSION
MINUTES
AUGUST 28, 2019**

Board or Commission: Recreation
Meeting: Special
Quorum: Yes

Called to Order: 7:00A.M.
Adjourned: 8:21A.M.

MEMBER ATTENDANCE:

Tim O'Shea	Chairman	Present
Rebecca Austin	Commissioner	Present
Brian Diver	Commissioner	Present
Glen G. Graham	Commissioner	Present
Alison Park	Commissioner	Present
Mark W. Reinke	Commissioner	Present
Carol Scott	Commissioner	Present
Sophia Hadley	Student Commissioner	Excused Absence

Also, Present:

Jeff Vesevick	General Manager / Staff Liaison	Present
Steve Thompson	Liaison Trustee	Present
Mark Franz	Village Manager	Excused Absence
Brad Chapple	Food and Beverage Director	Present
Tom Fota	Executive Chef	Excused Absence
Mike Campbell	Golf Professional	Present
Noel Allen	Director of Golf	Present
Chris Pekarek	Golf Course Superintendent	Excused Absence

1. CALL TO ORDER

The August 28, 2019 special meeting of the Recreation Commission was called to order at 7:00A.M. at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chairman O'Shea.

Commissioner Graham teleconferenced in.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES FROM JULY 26, 2019 MEETING

MOVE TO APPROVE MINUTES OF REGULAR MEETING FROM 7/26/2019 AS AMENDED.

RESULT: Motion Unanimously Carried

MOVER: Commissioner Diver

SECONDER: Commissioner Scott

AYES: Austin, Diver, Graham, O'Shea, Park, Reinke, and Scott

NAYES: None

ABSENT: None

4. **STANDING REPORTS**

A. Manager's Report – General Manager Jeff Vesevick

1. Village Links/Reserve 22 – Manager's Report July 2019
2. Village Links – Grounds Activity Log – July 2019

General Manager Vesevick said the weather has been fantastic and reported that July was very profitable. Most July revenue categories were higher and are catching up for the year. The Illinois PGA recognized Ed Posh with the 2019 Senior Masters Award. The Links hosted four (4) more golf outings in July 2019 than last year. An anti-fungal treatment was applied to the grounds to prevent silver moss. Overall the course is in good shape.

Staff is looking to fill the opening for the Restaurant Manager position that was recently vacated. Reserve 22 business continues to grow and revenues are up 4% for the year. Banquet business rebounded in quarter two (2). Chairman O'Shea asked why golf shop revenue is down 15%. General Manager Vesevick said the golf shop has a difficult time competing with golf clubs, so the golf shop does not carry clubs anymore. Director of Golf Allen said in order to sell clubs you need to invest in launch monitoring technology which costs about \$20,000. Commissioner Reinke said golf rounds are down, but the revenues went up, and asked if this was because the fees were increased. General Manager Vesevick said the increase is due to the rate increase and growth in the number of outings. Commissioner Reinke said this was good to see.

Chairman O'Shea distributed an email that he received and the responses provided by the Village Links staff. Chairman O'Shea said this could be discussed at the next meeting.

B. Reserve 22 – Food and Beverage Director Chapple

1. Reserve 22 – Restaurant Reviews - July 2019

Food and Beverage Director Chapple said the restaurant reviews were monitored and responded to. Food and Beverage Director Chapple noted Reserve 22 is now hosting steak night on Wednesday evenings based upon Trustee Thompson's suggestion. Staff continues to work on offering weekday specials. Specials are not offered on Fridays and Saturdays because business is already good. Chairman O'Shea inquired about Sunday business. Food and Beverage Director Chapple replied Sundays are marginal for Reserve 22.

Commissioner Reinke suggested improving the appearance of the receiving door. Food and Beverage Director Chapple said even after power washing, it appears grimy again within days. General Manager Vesevick said maybe a different material could hide the grease stains. Commissioner Graham suggested lattice work and Chairman O'Shea recommended a fence enclosure. General Manager Vesevick said staff will look into this. Commissioner Scott indicated the new patio

furniture looks great, but is uncomfortable. Commissioner Scott noted the new furniture can accommodate bigger groups. General Manager Vesevick noted the patio furniture is replaced about every four (4) to five (5) years.

Food and Beverage Director Chapple said the first couple weeks after receiving the Open Table Top 10 Outdoor Dining Award, many new diners ate at Reserve 22. Reserve 22 hired a new Sous Chef, Katie Sullivan, who has worked with Executive Chef Tom Fota in the past. Consistency and ticket times should improve with Sous Chef Sullivan. Golf Express is working out really well especially with driving range guests. The most popular items are water and Gatorade. Golf Professional Campbell indicated the hot food offerings are the weakest sellers. Trustee Thompson inquired as to how the new credit card readers were working on the beverage carts. Food and Beverage Director Chapple replied overall sales have not increased too much, but the new service has greatly improved convenience for guests. Food and Beverage Director Chapple would like to get an additional credit card reader for next year.

C. Financial – Jeff Vesevick

1. Village Links/Reserve 22 – Financial Statements – July 2019

General Manager Vesevick said we had a really good June, July, and August. Ideally, we would like to see five (5) months of profitable business. The only negative is that Village Links and Reserve 22 is a little worse than last year's net position, due to the replacement of much needed grounds equipment in the current year, which totaled about \$224,000. Operating income is up \$163,000 due to higher revenues and staff doing a good job of watching the expenses. Chairman O'Shea asked when permanent tee times will be discussed. General Manager Vesevick indicated typically in November. Chairman O'Shea suggested the pre-payment for the tee times be increased.

2. Village Links/Reserve 22 – Cash on Hand Scenarios

Chairman O'Shea said the cash-on-hand scenarios were great. Chairman O'Shea questioned why August was fixed on all three (3) scenarios. General Manager Vesevick said with the three (3) payrolls in August this was the only number he had to go by. General Manager Vesevick said we are on a good trend.

D. Trustee Liaison Report – Steve Thompson

Trustee Thompson updated the Commission on recent Village Board activities.

5. Discussion – Capital Needs Schedule

1. Village Links/Reserve 22 – Five Year Capital Forecast 2020-2024

General Manager Vesevick stated over the next five years the Village Links is not planning on any major capital projects. General Manager Vesevick referenced the

capital projects that the Links would like to do, but is currently not in a position to do so. General Manager Vesevick said next year he would like to replace each of the four (4) glass doors with double doors to improve quality of the heating and air conditioning system. An upgraded HVAC system will also be explored. General Manager Vesevick said the capital forecast includes routine replacements and overall staff is looking to spend as little on capital as possible, until an improved cash position is achieved.

6. OTHER BUSINESS

None.

7. NEXT REGULAR MEETING FRIDAY, SEPTEMBER 27, 2019

8. ADJOURN

Commissioner Diver moved and Commissioner Park seconded, to adjourn the meeting. The meeting was adjourned at 8:21a.m.

Submitted by Aileen Haslett, Recording Secretary
Reviewed by General Manager Jeff Vesevick