RECREATION COMMISSION
MINUTES
NOVEMBER 22, 2019

Board or Commission:	Recreation	**Called to Order:**	7:05A.M.
Meeting:	Regular	**Adjourned:**	9:15A.M.
Quorum:	Yes		

MEMBER ATTENDANCE:

Tim O'Shea	Chairman	Present
Rebecca Austin	Commissioner	Present
Brian Diver	Commissioner	Excused Absence
Glen G. Graham	Commissioner	Present
Alison Park	Commissioner	Excused Absence
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	Present

1. **CALL TO ORDER**
   The November 22, 2019 regular meeting of the Recreation Commission was called to order at 7:05A.M. at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chairman O'Shea.

MOVE TO ALLOW COMMISSIONER GRAHAM AND COMMISSIONER AUSTIN TO TELECONFERENCE INTO THE MEETING.

RESULT: **Motion Unanimously Carried**
MOVER: **Chairman O'Shea**
SECONDER: **Commissioner Reinke**
AYES: **Austin, Graham, O'Shea, Reinke, and Scott**
NAYES: **None**
ABSENT: **Diver and Park**

2. **PUBLIC COMMENTS**
   None.

3. **APPROVAL OF MINUTES FROM OCTOBER 25, 2019 MEETING**

MOVE TO APPROVE MINUTES OF MEETING FROM 10/25/19 AS PRESENTED.

RESULT: Motion Unanimously Carried
MOVER: Commissioner Reinke
SECONDER: Commissioner Scott
AYES: Austin, Graham, O'Shea, Reinke, and Scott
NAYES: None
ABSENT: Diver and Park

4. **STANDING REPORTS**

A. **Manager's Report – General Manager Jeff Vesevick**

1. Village Links/Reserve 22 – Manager's Report - October 2019

General Manager reported that there was significant rain and about eight (8) inches of snow in October, which caused carts to be grounded four (4) times. October 2019 revenues surpassed last year and ranked 6th overall for the last 10 years. The Village Links hosted the local high school regional and sectional events with Glenbard West winning. There were about 4,800 rounds of golf played in October up by 24% over last year. The greens were aerated in October and the top dressings were added. The grounds were prepared for the winter.

B. **Reserve 22 – Food and Beverage Director Chapple**

1. Reserve 22 – Restaurant Reviews – October 2019

Food and Beverage Director Chapple said overall October was a marginal month for Reserve 22. Banquets were down because several prior events outgrew the available space at Reserve 22. Staff is working on growing banquets. The Reserve 22 bar area was decorated with a holiday pop-up bar, which has generated a lot of good publicity on social media. A live band, will be playing on Black Wednesday, November 27, 2019. Commissioner Austin inquired about New Years Eve. Food and Beverage Director Chapple replied a children's party is scheduled. Commissioner Austin also recommended hosting a pop-up shopping event with local merchants. Trustee Thompson indicated this is something that he can work on with the Chamber possibly during the off-season in January or February. Commissioner Austin inquired about Thanksgiving at Reserve 22. Food and Beverage Director Chapple replied reservations exceeded last year and there are about 20 catering orders.

The Recreation Commission discussed some of the restaurant reviews. Food and Beverage Director Chapple noted that staff is continuing to work on improving service levels. Food and Beverage Director Chapple added that staff always responds to reviews.

C. **Financial – Jeff Vesevick**

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

General Manager Vesevick indicated that revenues are up 4% for the year over 2018. Staff's goal was to keep operating expenses down and they were able to lower costs for the year. Even with the 2019 capital purchases there was a positive change in net position of $54,000 and operating income increased by $197,916 over last year. Reserve 22 revenues are up $99,510 over last year and the average check increased by $4. Chairman O'Shea inquired as to what factors cause the average check to increase. Food and Beverage Director Chapple replied that he worked with US Foods on updating the menu.

2. Village Links/Reserve 22 – Predicted Cash Reserves

General Manager Vesevick noted cash reserves are still in a decent position to not run out of cash and the key going forward will be to try and minimize losses over the winter season.

D. **Trustee Liaison Report – Steve Thompson**

Trustee Thompson updated the Recreation Commission on the recent Village Board activity. Trustee Thompson also noted the Recreation Commission will be hosting a workshop with the Village Board soon.

5. **DISCUSSION – GOLF POLICIES - PERMANENT TEE TIMES**

General Manager Vesevick noted that permanent tee times are a core part of the business and currently weekend tee times are accepted between the hours of 5:30AM and 10:30AM. Prior to 2008, golfers were required to pre-pay for 12 tee times, but after the 2008 recession, the number of required rounds was lowered to six (6), which remains in place today. General Manager Vesevick noted there has been some discussion on how the permanent tee times could be improved and possibly increasing the number of required rounds. General Manager Vesevick distributed a report which provided permanent tee time metrics. General Manager Vesevick said he would like to see a policy that would encourage more golf rounds.

Discussion ensued as to how permanent tee times are canceled. Director of Golf Allen noted many participants cancel their permanent tee time online. Director of Golf Allen added that he is working on an app for 2020 that would improve the booking process and he is looking into a self-service kiosk. Chairman O'Shea inquired if there are any programs that will send text messages reminding guests of their tee-time. Director of Golf Allen replied he has not seen any that offer text bookings. Director of Golf Allen noted there is a good balance right now. Commissioner Scott inquired if a longer permanent tee time frame is needed and possibly offer two (2) options where golfers could go to August or to September. Director of Golf Allen noted September is one of the busiest months for outings and most of these are held on the weekends.

Chairman O'Shea said if the tee times are filled on good days regardless of the permanent tee times then we do nothing, but if slots are open and we want golfers out here more frequently than we should think about going to prepaying for 10 tee times and then the

four (4) extra could be used anytime and be used for four (4) guests. Chairman O'Shea inquired as to how the Links can go from 79 tee time groups to 100. Chairman O'Shea suggested allowing teams to have a minimum of two (2) residents to enter the tee time lottery and only 25% of the tee times will go to those groups. Reinke noted some people do not enter the lottery because they cannot bring a non-resident friend. Director of Golf Allen noted each year about 9 groups pass because they do not secure a preferred tee time. Chairman O'Shea said this is a different issue. Chairman O'Shea suggested trying something to get to 90 groups and if it does not happen, then we know that the most groups that will book a permanent tee time will be around 80 because of the available prime slots. Director of Golf Allen expressed concern about front- line staff dealing with disappointed golfers. Commissioner Reinke said it seems that staff is happy with the 79 permanent tee time groups. Director of Golf Allen replied he is happy, but there is always room for improvement and he does not think weekends are the problem and he would love to increase golf Monday through Thursday. Commissioner Reinke said he has not heard a compelling reason to add more required permanent tee times.

Commissioner Scott suggested not calling it a 6 play or 10 play ticket, but rather if you want a permanent time you will need to pay a permanent tee time fee of $500 upfront. Commissioner Scott added that this payment would allow golfers to use this prepayment for weekday green fees as well. Chairman O'Shea said the permanent tee times are a more valuable asset, than what the Links prices it at. Chairman O'Shea said he does not think golfers will mind paying more and supported Commissioner Scott's idea.

Chairman O'Shea inquired as to when this has to be decided. Director of Golf Allen replied within the next 2 weeks and General Manager Vesevick added a decision will be necessary before the Links starts to promote the permanent tee times in January 2020. Chairman O'Shea said he was fine with turning this over to staff and then sending the Recreation Commission an email within the next two (2) weeks. General Manager Vesevick noted that staff can kick around these ideas, however if a change is made this would be considered a course policy change and would need to be voted on by the Recreation Commission.

Chairman O'Shea inquired if the Recreation Commission was open to allowing three (3) residents and one non-resident in the permanent tee time foursome. General Manager Vesevick said what would be the problem with requiring a minimum of three (3) residents to qualify for the first lottery. Commissioner Graham felt groups with less than four (4) residents should not receive equal opportunity in the lottery. Chairman O'Shea said this might bring more groups to the Links. General Manager Vesevick questioned if this would bring the tee times past 10:30AM. General Manager Vesevick noted a policy change needs to be voted on by the Recreation Commission and approved by the Village Board.

MOTION TO PROVIDE THE LINKS MANAGEMENT TEAM THE ABILITY TO CHANGE THE PERMAMENT TEE PROCESS FROM GOING FROM A FIXED SIX (6) ROUND PLAY TO A FIXED FEE AMOUNT OF $400 TO $500 AND CHANGING THE WEIGHTED LOTTERY TO ALLOW FOR GROUPS TO HAVE A MINIUM OF THREE (3) RESIDENTS AND ONE (1) GUEST.

RESULT:	**Motion Unanimously Carried**
MOVER:	**Commissioner Scott**
SECONDER:	**Commissioner Reinke**
AYES:	**Austin, Graham, O'Shea, Reinke, and Scott**

NAYES:	**None**
ABSENT:	**Park and Diver**

6. **OTHER BUSINESS**

None.

7. **NEXT MEETING FRIDAY, DECEMBER 20, 2019**

The Recreation Commission canceled the Friday, December 20, 2019 meeting. Chairman O'Shea suggested a special workshop night meeting regarding strategic planning the second week in January 2020 and holding the regular meeting at the end of the month.

8. **ADJOURN**

Commissioner Reinke moved and Commissioner Scott seconded, to adjourn the meeting. The meeting was adjourned at 9:15a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick