



Minutes
Village of Glen Ellyn
Recreation Commission
Regular Meeting
April 26, 2024
7:00 AM
Village Links/Reserve 22

Board or Commission: Recreation
Meeting: Regular
Quorum: Yes

Date: April 26, 2024
Called to Order: 7:01 a.m.
Adjourned: 8:12 a.m.

MEMBER ATTENDANCE:

Carol Scott	Chairperson	Present
Nancy Carter	Commissioner	Absent
Tony Coconate	Commissioner	Present
Scott Coldiron	Commissioner	Absent
Brian Diver	Commissioner	Present
James Ozog	Commissioner	Present
Tom Slowinski	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
Steve Thompson	Trustee Liaison	Present
Noel Allen	Director of Golf	Present
Andrew Cross	Golf Course Superintendent	Present
Jon Satinover	Food & Beverage Director	Present
Mike Campbell	Head Golf Professional	Absent
Trevor Hollowed	Golf Operations Manager	Absent

A. CALL TO ORDER/ROLL CALL

The April 26, 2024 meeting of the Recreation Commission was called to order at 7:01 a.m. at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chairperson Scott.

B. APPROVAL OF MINUTES FROM March 22, 2024

APPROVAL OF MINUTES FROM MARCH 22, 2024 MEETING

MOTION BY: Commissioner Ozog

SECONDED BY: Commissioner Diver

RESULT: Unanimous

C. PUBLIC COMMENT – None**D. STANDING REPORTS**

1. *Manager – Jeff Vesevick* – Manager Vesevick provides several updates: Despite challenging wet ground conditions, March saw a significant number of rounds played. Revenues showed a remarkable increase compared to the same period last year, rising by an impressive 238%. Efforts are underway to bring back workers, with most returning and some new staff joining the team. Mike Campbell has been optimizing the merchandise display in the golf shop to enhance the customer experience. Junior camps continue to attract high participation, and there was a strong turnout for permanent time drawings in March. The Ladies Luncheon was held on Tuesday with good attendance. In March, the restaurant expanded its operating days to include Mondays and Tuesdays, with preparations for March Madness, including food and drink specials. Several patio chairs were replaced due to rusting, ensuring continued comfort for guests. Key positions such as sous chef, restaurant manager, and events coordinator have been successfully filled. Ongoing efforts to enhance the playability of the golf course include edging bunkers and removing arborvitaes. Andrew Cross's team is now fully staffed, ensuring smooth operations across all areas.

2. *Reserve 22 – Jon Satinover* – Director Satinover provides an overview of the sales performance, highlighting a \$20,000 increase compared to the previous year. However, there has been a shortfall in banquet revenue. Liz has been promoted to full-time Events Coordinator to address this issue. Concerns were raised regarding the increase in management salary, which needs to be balanced with labor costs. Year-to-date labor spending has increased by \$55,000, and efforts are underway to address this. The Sous Chef has completed training, and the Executive Chef is confident that cost of goods can be reduced, although there has been a 9% increase in wine and liquor costs. Inventory will be conducted soon to assess the situation. Commissioner Coconate inquired about the increase in food and beverage costs, questioning whether it was due to inflationary measures. Director Satinover clarified that there has been no observed increase in costs, but inventory will be conducted to verify this.

3. *Financial – Jeff Vesevick* – Manager Vesevick provides a financial update, noting a significant increase in revenue for March. However, there has been a change in net position primarily due to increased labor costs, which are expected to decrease after this year. Several improvements have been made to the clubhouse, and Andrew is procuring sand, which impacts our net position. Despite these changes, we remain in a good financial position with a cash reserve of \$2.2 million. The financial situation for January, February, and March has been challenging, but efforts are being made to minimize losses. The investments made in improvements are expected to yield a good return on investment. Additionally, revenue is expected to increase significantly in the upcoming months of May, June, July, and August.

4. *Trustee Liaison – Steve Thompson* – Trustee Thompson provides updates on various matters. The sale of the western portion of the Roosevelt Road property has been approved, and efforts are underway to facilitate its demolition this year. Governor Pritzker has proposed removing the grocery tax in Illinois, which would reduce the cost of food. However, this tax revenue directly benefits the village, potentially resulting in an

\$800,000 loss in revenue. Discussions have been held to address this shortfall. We are also exploring fire service fees to fund necessary renovations instead of a replacement. Progress continues on the Glenwood station project. Additionally, Trustee Thompson noted a slowdown in migrant buses, with only 2 or 3 arrivals at the train station in the last 60 to 90 days.

E. Reserve 22 - 2023 Achievements & 2024 Goals – Jon Satinover

Director Satinover presented the achievements for 2023 and outlined the goals for 2024, (see attached presentation) One of the most significant achievements was reaching \$3.7 million in revenue, a 23% increase compared to \$3.1 million the previous year. In terms of cost of goods, improvements were seen in food, beer, wine, and liquor compared to the prior year, and this will remain a goal for 2024. The profit goal of \$379,000 was surpassed, with a total profit of \$58,000 exceeding the target. Compared to the previous year, this represented an even more significant increase, surpassing the profit by \$216,000.

Operational achievements for the year include being awarded Restaurant of the Year in 2023, which was met with great excitement and confidence in the team. Several upgrades were implemented, such as the installation of a chemical dispenser, which automates the blending process for safer and more balanced chemical use, potentially saving costs. Additionally, a roast and hold system was installed to reduce food costs by enabling in-house smoking and scratch-made items, fostering creativity and lowering expenses. Collaboration with the greenhouse team resulted in sourcing more herbs for a farm-to-table experience. The successful harvest of honey was incorporated into cocktails, enhancing the dining experience. Community events and fundraisers were actively supported, and comprehensive team training was conducted, resulting in improved staff performance. The cocktail menu was enhanced, featuring a weekly special cocktail with chef pairings. Guest satisfaction reached 96% in OpenTable reviews, achieving a commendable 4.6 rating, a notable accomplishment.

2024 Goals – In outlining the goals for 2024, Director Satinover provides financial projections, targeting revenues of \$3.4 million, with a slight increase in cost of goods sold (COGS) for food compared to the previous year. Last year concluded with a 34% COGS, with this year's goal set at 32%. A 1% increase in liquor sales is anticipated, while labor cost reduction remains a priority.

Operational goals for 2024 were established collaboratively by the entire Reserve 22 management team in January. These include:

- Recipe execution: Efforts are directed towards ensuring consistency in dish presentation through the documentation of visual references and feedback integration.
- Uniforms and punctuality:
- Positive atmosphere: Initiatives such as a compliment board, created by Britney, promote a supportive work environment.

Additionally, improvements planned for Reserve 22 in 2024 include:

1. Increase Community Events
2. Additional Patio Tables and Seating

3. Replace Patio Furniture 2025?
4. WIC – Banquet Impact
5. Reduce Operational Costs
6. Reduce COGS vs. Prior Year
7. Scratch Kitchen
8. Allergen Friendly
9. Apiary and Greenhouse
10. Walk In Cooler
11. Minimize Turnover / Maintain Retention

Director Satinover highlighted positive customer reviews during the RC meeting. Manager Vesevick expressed admiration for the kitchen's consistent ability to produce excellent dishes given its size.

- F. OLD BUSINESS** – Andrew provided an update on Panfish Park, stating that work began on Tuesday. The focus of the current efforts is on replacing the connecting pipes to the ponds. He mentioned that there is a contractual obligation to achieve substantial completion by the end of May.

Manager Vesevick provided an update on the Master Plan public meetings, expressing gratitude to the RC for their support in attending. He noted that the village received six responses in total and mentioned that Andrew, Noel, Greg, and he would review the comments. He outlined the next steps, stating that Greg would compile the feedback into a proposal, which should be ready for review at the May meeting.

Regarding the clubhouse, Manager Vesevick reported that the front is nearing completion. He anticipated receiving the permit for the locker rooms by Monday or Tuesday, allowing the contractor to begin the work, which is estimated to take about six weeks. As a result, the locker rooms are expected to be operational by mid-June instead of the initially projected July 1st timeframe.

- G. NEW BUSINESS** – None

- H. NEXT MEETING** - May 31, 2024

I. ADJOURNMENT

Commissioner Ozog motions and Commissioner Coconate seconds to adjourn the meeting. The meeting was adjourned at 8:12 a.m.

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Jeff Vesevick, Staff Liaison