

**RECREATION COMMISSION
MINUTES
JANUARY 29, 2018**

Board or Commission: Recreation
Meeting: Special

Called to Order: 7:03 a.m.
Adjourned: 9:35 a.m.

Quorum: Yes

MEMBER ATTENDANCE:

Brad S. Browder	Chairman	Present
Susan Q. Carroll	Commissioner	Excused Absence
Glen G. Graham	Commissioner	Present
Jeffery M. Jourdan	Commissioner	Present
Kevin S. Kennebeck	Commissioner	Present
Mark W. Reinke	Commissioner	Present
Tim O'Shea	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
John Kenwood	Liaison Trustee	Present
Mark Franz	Village Manager	Present
Brad Chapple	Food and Beverage Director	Present
Tom Fota	Executive Chef	Present
Mike Campbell	Golf Professional	Absent
Noel Allen	Director of Golf	Absent
Chris Pekarek	Golf Course Superintendent	Absent

1. CALL TO ORDER

The January 29, 2018 regular meeting of the Recreation Commission was called to order at 7:03 AM at the Village Links of Glen Ellyn; 485 Winchell Way; Glen Ellyn, Illinois by Chairman Browder.

2. PUBLIC COMMENTS

None.

3. APPROVAL OF MINUTES FROM OCTOBER 27, 2017 AND NOVEMBER 17, 2017 MEETINGS.

MOVE TO APPROVE MINUTES OF REGULAR MEETINGS FROM 10/27/17 AND 11/17/2017, 7:00 AM

RESULT Motion Unanimously Carried
MOVER: Commissioner O'Shea
SECONDER: Commissioner Graham
AYES: Browder, Graham, Jourdan, Kennebeck, Reinke, and O'Shea
NAYES: None
ABSENT: Carroll

4. STANDING REPORTS

A. MANAGER – JEFF GENERAL MANAGER VESEVICK

General Manager Vesevick stated the golf course experienced poor weather in November and December, which trickled over to Reserve 22. The 7th annual Iron Man Open was postponed due to weather and was rescheduled with only 30 participants; reflecting a decrease from the normal 80. Jim Lazarko, Golf Professional, retired after 11 years of service with the Links. The Links is looking to fill two (2) golf professional spots for the upcoming golf season. The golf course closed two (2) weeks earlier than normal on December 5, 2017 because the ground was frozen.

General Manager Vesevick reported Reserve 22 sales rebounded 11% over last December, but were still 4% behind for the entire year. Reserve 22 held a Thanksgiving buffet that was down about 12% from last year. Reserve hosted several holiday events in December including: Breakfast with Santa with 150 guests, an Ugly Sweater party, a New Year's Eve family countdown with about 80 guests and an adult New Year's Eve party with about 90 guests. General Manager Vesevick said Reserve 22 will remain closed on Mondays through the end of February.

A new menu will launch in March and the menu will now change twice per year in the spring and fall going forward. General Manager Vesevick introduced the new Executive Chef Tom Fota. Commissioner Kennebeck asked if the new menu will be publicized. General Manager Vesevick replied yes along with the new Executive Chef. Food and Beverage Director Chapple noted the Links will be offering a specialized menu for the week of Valentine's Day. Commissioner Kennebeck asked how the banquets performed in December 2017. General Manager Vesevick replied banquets increased 24% over the prior year.

B. FINANCIAL – COMMISSIONER JOURDAN

Commissioner Jourdan reported the combined operating income for the Links and Reserve 22 decreased by 10% compared to last year. Commissioner Jourdan was surprised golf rounds declined by 3,000. General Manager Vesevick said despite the number of rounds being down, the Links remained profitable for 2017. The Commission discussed the disparity between Reserve 22's operating income of \$171,843 last year to \$37,885 this year. Commissioner Kennebeck said bar sales would decrease due to the lower number of rounds played. Also, higher employee turnover costs in 2017 reduced operating income for Reserve 22.

C. TRUSTEE LIAISON – JOHN KENWOOD

Trustee Kenwood had to leave the meeting early so Village Manager Franz updated the Commission on recent Village Board actions and economic development news.

5. RESTAURANT DESIGN PRESENTATIONS

Kreska Design & Construction

Joanna Kolakowski of Kreska Design and Construction distributed her design proposal to the Commission. Her design approach builds upon the sports bar, golf theme, and what makes the restaurant unique. Kolakowski designed and built over 150 restaurants. Kolakowski said the Reserve 22 dining room lacks warmth and general ambiance. Detailed below are some of the design highlights.

- A new layout is proposed along with cutting down a wall.
- Revamping the entryway with new seating, transparent bookcases, and removal of the acrylic panels.
- Create a feature wall with the fireplace, because this is the first thing you see as you walk into the restaurant.
- Change some of the seating to banquettes by the fireplace.
- Create an art wall with golf patent drawings.
- Remove the wainscoting.
- Install acoustic plaster in the vaulted ceiling to reduce noise levels. This component can be costly and needs to be done by the manufacturer.
- Install sheer panel curtains on the windows to absorb some of the sound.
- Install new light fixtures.
- Remove some of the televisions in the bar area and replace with artwork.
- Add some couches and new lighting in the bar area.
- Modify the coffered ceilings in the bar area.
- New booths and tables would be purchased and the chairs would be reupholstered.
- Presented a line item budget so the Commission could select items for the project.
- The preliminary working budget was around \$103,000.

Two Hands Interiors

Rachel Alcorn of Two Hands Interiors distributed her design proposal to the Commission. Alcorn explained the following goals of the renovation: drive more business in the quieter months, address noise issues, and offer a more unique dining experience in the colder months to match the outside experience in the warmer months. Detailed below are some of the design highlights.

- Pull finishes from the bar into the dining room.
- Modify the seating plan and offer more banquette seating and change the existing booths to u-shaped booths which will seat up to 6 people.
- Remove cafeteria feeling and create more intimacy and comfort.
- Remove televisions from the dining area.
- Make west wall a feature wall with a banquette.
- Change the lighting and the artwork.
- Reupholster the chairs and reuse existing tables and purchase some new longer tables.
- Possibly add some curtains for sound absorption.
- Place some acoustical panels in the vaulted ceiling to absorb some of the sound. A separate company would provide metrics and an estimate for this project.
- The preliminary working budget was around \$50,000 not including acoustic improvements.

Commissioner O'Shea asked Ms. Alcorn's what her top three (3) improvements would be for Reserve 22. Alcorn replied new lighting, creating a feature wall, and the removal of the acrylic panels in the entryway. Chairman Browder asked for an estimate for the acoustical improvements. Alcorn replied about \$10,000. Alcorn led a walk-through of the restaurant and suggested changes.

6. OTHER BUSINESS

The Commission decided to hold a special meeting on Monday, February 12, 2018 at 7AM to review the two (2) design concepts. General Manager Vesevick said the 2018 budget includes \$50,000 for this project. In their discussions, the Commission does not think \$50,000 is sufficient for the dining room remodel. General Manager Vesevick said the Commission would need approval from the Board if the project exceeds \$50,000. Village Manager Franz said this project needs to be approved by the Village Board because it is over \$20,000. Village Manager Franz suggested that reserve policies for the Recreation Commission also be discussed at the special February 12, 2018 meeting.

7. NEXT REGULAR MEETING FRIDAY, FEBRUARY 23, 2018

8. ADJOURN

Commissioner O'Shea moved and Commissioner Reinke seconded, to adjourn the meeting. The meeting was adjourned at 9:35 a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick