

**RECREATION COMMISSION
MINUTES
MAY 25, 2018**

Board or Commission: Recreation
Meeting: Regular

Called to Order: 7:03 a.m.
Adjourned: 8:20 a.m.

Quorum: Yes

MEMBER ATTENDANCE:

Tim O'Shea	Chairman	Present
Susan Q. Carroll	Commissioner	Present
Brian Diver	Commissioner	Present
Glen G. Graham	Commissioner	Present
Jeffery M. Jourdan	Commissioner	Present
Kevin S. Kennebeck	Commissioner	Excused Absence
Mark W. Reinke	Commissioner	Excused Absence
Codie Surratt	Commissioner	Present
Also Present:		
Jeff Vesevick	General Manager / Staff Liaison	Present
John Kenwood	Liaison Trustee	Excused Absence
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 May 25, 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 APRIL 23, 2018 MEETING.

**MOVE TO APPROVE MINUTES OF REGULAR MEETINGS FROM 4/23/2018,
7:00 AM**

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

4. INTRODUCTION OF NEW MEMBERS – CHAIRMAN O'SHEA

General Manager Vesevick stated Commissioner O'Shea will be the new Chairman of the Recreation Commission and Commissioner Jeff Jourdan will be leaving the Commission. General Manager Vesevick thanked Commissioner Jourdan for his years of service on the Commission. General Manager Vesevick introduced the new Recreation Commissioners Brian Diver and Codie Surratt.

Chairman O'Shea requested future agendas include an item to review the progress on action items from prior meetings under old business. Chairman O'Shea inquired when the new menus will be out. Food and Beverage Director Chapple responded the menus should be delivered in the next few days and rolled out sometime next week. Chairman O'Shea asked if the pro shop is offering dinner reservations when tee times are booked. Discussion ensued regarding the logistics of taking reservations in the golf shop. The pro-shop will work with Reserve 22 to offer reservations for tee times between noon and 3PM. Chairman O'Shea said the greens look great. Chairman O'Shea asked if there was any progress on offering a better snack and drink kiosk for golfers on the run. General Manager Vesevick replied there are currently ongoing discussions to improve this service.

5. STANDING REPORTS

A. Manager's Report – Jeff Vesevick

1. Village Links – Manager's Report – April 2018

General Manager Vesevick said this is the worst spring weather experienced in the last several years. The weather has not been conducive for golf, resulting in decreased revenues. Spring memberships are down from prior years. The PGA junior league continues to flourish with about 120 members. Reserve 22 revenues were down about 5% for the month of April. Banquet sales continue to grow with bookings up for this summer.

Reservations were taken for this past Mother's Day. Chairman O'Shea asked about the revenues for Mother's Day. Food and Beverage Director Chapple replied revenues were down by about \$3,000. Discussion ensued regarding the 20% gratuity charged for the Mother's Day buffet. Chairman O'Shea requested that for future buffets the gratuity be discussed by the Recreation Commission prior to the event.

2. Village Links – Secret Shopper – April 2018

General Manager Vesevick reported there were two (2) good secret shopper reports included in the agenda packet. Chairman O'Shea said Food and Beverage Director Chapple reviews the reports with his staff.

B. Financial Report – Village Links – Financial Statements – April 2018

Commissioner Jourdan said revenues are down 10% year-to-date from last year. General Manager Vesevick said the Links is in a tough position and will most likely to have to dip into reserves. Operating profits are down \$140,000 from last year. General Manager Vesevick noted staff has been advised to cut expenses and only spend what is needed. Commissioner Jourdan said this is going to be a hard year to make-up. Discussion ensued increasing the requiring permanent tee times from six (6) to eight (8) plays. Chairman O'Shea suggested this be discussed at a future meeting when golf rates are determined. General Manager Vesevick said this will be placed on November 2018 meeting agenda.

C. Trustee Liaison Report – John Kenwood

None.

6. NEW BUSINESS

Director of Golf Allen provided an overview of golf operations. Last year was a record year for golf and this year is an average year compared to the last 10 years. The course conditions are really good since the greens were recently spiked. Director of Golf Allen said he heard many compliments about the greens.

Director of Golf Allen noted staffing and coming back from a slow spring start are the biggest challenges facing the Links. Turnover has been experienced among the golf professional positions. Director of Golf Allen noted one of the priorities for the Links is player development. There are now 10 league teams participating in the PGA junior league and the program is ranked second nationally. Commissioner Graham asked how long the Links has operated the PGA junior league. Director of Golf Allen responded five (5) years.

Director of Golf Allen said the Links is now working with the Glen Ellyn Park District to register camp participants. Director of Golf Allen also noted the Links has new tournament software, which will help run leagues and tournaments and outings.

In June, new GPS tablets will be installed on all the golf carts at no additional cost to the Links. These new tablets have improved functionality and communication abilities. Director of Golf Allen distributed the new score cards and the redesigned gift cards. Golf outings have increased including new this year is the Alex's Lemonade Stand group. Director of Golf Allen said the Village Links is a leader in our industry and one of the most profitable courses in the area.

General Manager Vesevick noted the dining room renovation will be proposed to the Village Board for their approval on Tuesday, May 29, 2018 and he asked the Commissioners to attend the meeting.

7. NEXT REGULAR MEETING FRIDAY, JUNE 29, 2018

8. ADJOURN

The meeting was adjourned at 8:20a.m.

Submitted by Aileen Haslett, Recording Secretary

Reviewed by General Manager Jeff Vesevick