

To: NGCA Members  
From: Barney Caulfield, Chairman NGCA  
Re: Minutes of NGCA monthly meeting of January 20, 2016

**Members Present**

Bernard Caulfield  
J.P. Mereen  
Charles Whitty  
Richard Podurgiel  
Richard Strouse  
David DiBattista

**Others Present**

Mike Svab, Pro Manager  
Bruce Morse, Superintendent  
Sandy Kuchta, Finance Department  
Bob Malouf, Member's Club

**Call to Order**

- Chairman Caulfield called the meeting to order at 7:00 p.m.

**Minutes**

- A motion to approve the minutes of the December 16, 2015 meeting was made by Mr. Podurgiel, seconded by Mr. Mereen, and approved unanimously.

**Financial Report**

Revenues for the month of December 2015 were \$17,597.23 compared to budgeted revenues of \$3,156.00, \$14,441.23 over budgeted revenues and \$13,244.35 over December 2014 revenues. YTD Revenues for December 2015 were \$1,123,959.23 compared to budgeted revenues of \$1,100,000.00, \$23,959.23 over budgeted revenues and \$17,170.30 over YTD December 2014 revenue. The golf course was open for the full month of December in 2015.

Expenses for the month of December 2015 were \$73,181.57 compared to budgeted expenses of \$72,979.25, \$202.32 over budgeted expenses and \$11,755.81 under December 2014 expenses. YTD expenses for December 2015 were \$1,112,668.52 compared to budgeted expenses of \$1,100,000.00, \$12,668.52 over budgeted expenses and \$100,486.75 under YTD December 2014 expenses.

Expenses exceeded revenues in the month by \$55,584.34. Revenue exceeds expenses YTD by \$11,290.71 which is \$11,290.71 over budget. Cash balance at month end December 2015 was \$30,013.69.

A motion to accept this report was made by Mr. DiBattista, seconded by Mr. Mereen, and approved unanimously.

## **Correspondence**

Chairman Caulfield reported that he had received a letter from ALTA environmental services concerning the \$6,000 fee that has been agreed upon for water flow tests from wells on the property and possible start dates.

## **COMMITTEE REPORTS**

- **Caddy Shack**

Ms. Kuchta reported on the Caddy Shack Restaurant which has paid in full for 2015 a total of \$50,000.00. The Caddy Shack has also made the January 2016 payment in full of \$1,000.00.

A motion to accept this report was made by Mr. DiBattista, seconded by Mr. Podurgiel, and approved unanimously.

- **Chairman's Report**

Chairman Caulfield reported that the parking lot project has been completed and it was a much needed improvement to the overall image of the golf course and the safety of all patrons. A \$7,985.00 rebate has been received from Norwich Public Utilities, a loan of \$14,828.00 has been secured from The Dime Bank, and the \$296.58 monthly payment over the ensuing 50 months will be more than realized in energy savings with the new LED lights that have been installed.

A small refrigeration room in the Caddy Shack Restaurant will be sheet rocked before the 2016 golf season begins.

The golf course converted from oil to natural gas and the two oil tanks (Clubhouse and Maintenance Building) will be relieved of the excess oil remaining.

- **Clubhouse Committee**

No report presented.

- **Greens Committee**

Mr. Strouse reported that the cart path from the 6<sup>th</sup> green to the 7<sup>th</sup> tee will be reconfigured and that it involves a small paving project. Prices will be obtained.

- **Planning Committee**

No report presented.

- **Marketing Committee**

No report presented.

- **Beautification Committee**

No report presented.

- **Budget Committee**

No report presented.

- **Superintendent's Report**

Mr. Morse reported that the golf course closed for the year on January 4, 2016. Tree removal has taken place on holes #2, #7 and #8 while the ground has remained snow free.

- **Pro Manager's Report**

Mr. Svab advised that all 2015 outings will be returning for the 2016 season. The Norwich Free Academy golf team may need to utilize the Norwich Golf Course in the spring of 2016. The NFA golf coaches are not certain if their home golf course will be available for matches in the month of April. Mr. Svab will keep the Norwich Golf Course Authority informed as the weather dictates.

Mr. Svab reported that GolfNow will become the host website for the Golf Course at no additional cost. The Play Packs for the 2016 golf season have been very successful and there has been a lot of interest.

Mr. Svab also reported that three dates have been targeted by the Member's Association for events and course closures. The Pro Shop staff would like to support the Member's Association and heavily promote the success of the following dates; April 17<sup>th</sup> (Opening Day ABCD), June 26<sup>th</sup> (Member Guest Day), and November 6<sup>th</sup> (Revenge Tournament ABCD).

- **Member's Club**

Mr. Malouf asked for two additional member's club events on September 18<sup>th</sup> and October 16<sup>th</sup> that could require a course closing provided that there are 72 players signed up when the deadline is reached. Mr. Malouf also asked if the Norwich Invitational fee could remain at \$41 per non-season pass holder and the Senior Invitational fee could remain at \$32 per non-season pass holder and a \$16 cart fee per player. A motion was made Mr. DiBattista, seconded by Mr. Podurgiel and there was discussion. After discussion, Mr. DiBattista amended his motion to include that everything was agreeable to the Norwich Golf Course Authority other than the fee for the Norwich Invitational which would be raised to \$60. Mr. Podurgiel seconded the amended motion and it was approved unanimously.

### **New Business**

The budget committee recommended that Bruce Morse receive a 2% raise equaling \$1,886.04. A motion was made by Mr. Whitty, seconded by Mr. Meren and passed unanimously.

### **Adjournment**

A motion to adjourn was made at 7:50 p.m. by Mr. DiBattista, seconded by Mr. Podurgiel, and approved unanimously.