

To: NGCA Members
From: Bernard Caulfield, Chairman NGCA
Re: Minutes of NGCA regular meeting of January 18, 2023

Members Present

Bernard Caulfield
Susan Dutilly
Richard Strouse
David DiBattista
Ray Lathrop
Richard Podurgiel
Bob Malouf
Michael Driscoll

Others Present

Mike Svab, Pro Manager
Eric Kundahl, Superintendent
Mitch Nixon, Norwich Finance Department
Mickey Busca, Member's Club

CALL TO ORDER

Chairman Caulfield called the January 18, 2023 meeting of the Norwich Golf Course Authority to order at 6:00 p.m.

MINUTES

A motion to receive and approve the minutes of the November 16, 2022 meeting was made by Mr. Lathrop, seconded by Mr. Podurgiel, and approved by a vote of 7-0, Ms. Dutilly abstaining.

No meeting was held in December of 2022.

FINANCIAL REPORT

Mr. Nixon presented the NGCA Financial Reports for November and December 2022. His presentation focused on the December 2022 Financial Report.

OPERATING REVENUES for the month of December 2022 were \$1,821 compared to budgeted revenues of \$1,180, \$621 over budgeted revenues, and \$1,458 less than December 2021 revenues.

EXPENSES for the month of December 2022 were \$68,224 compared to budgeted expenses of \$57,239, \$10,986 over budgeted expenses and \$6,204 under December 2021 expenses.

NET LOSS for December 2022 was \$66,403 compared to NET LOSS for December 2021 of \$71,149. This is after depreciation of \$12,080 in 2022 and \$12,227 in 2021.

CASH BALANCE for December 2022 was \$49,384, in comparison to prior month figure for November 2022 of \$109,245. This is a decrease of \$59,861.

YTD OPERATING REVENUES were \$1,284,190, compared to YTD budgeted revenues of \$1,188,926. This is \$94,084 over the YTD Budget, and \$11,149 less than the prior year.

YTD EXPENSES were \$1,440,974 compared to YTD budgeted expenses of \$1,339,791. This is \$101,183 over the YTD budgeted expenses, and \$221,060 more than the prior year.

YTD Total Revenues were less than Expenses by \$156,784; which is over budget by \$7,099 and \$232,209 under YTD December 2021.

Items of interest on the Balance Sheet:

- The restaurant lease has been paid in full through 2022 with a credit of \$560 towards January of 2023.
- The balance in Accounts Payable (products/services received but not paid for as of 12/31/22) is \$4,355.
- The Due to General Fund is the NGCA's cash balance as of 12/31/22. An amount in the asset section means the City owes the NGCA these funds in the amount of \$49,384.

NOTE: December Cash Balance less Accounts Payable equals Cash (Shortfall):

$$\$49,384 - \$4,355 = \$45,029$$

Mr. Nixon also did a rundown for the January REVENUES and EXPENSES. January revenues through January 18 were \$10,000 with expenses \$34,542. The Authority CASH BALANCE as of January 18, 2023 was \$31,528.

A motion to accept the Financial Reports was made by Mr. Malouf, seconded by Mr. DiBattista and approved unanimously.

CORRESPONDENCE

No Correspondence was received.

CADDY SHACK REPORT

The Caddy Shack has a credit of \$560 towards rent in 2023. It plans to open on Valentine's Day February 14, 2023. As a result of system upgrades patrons purchasing items at the Gopher Hole will be able to use credit cards to make payment.

CHAIRMAN'S REPORT

Chairman Caulfield reported that the interior of the Pro Shop has been painted by Mr. Svab and Mr. Gorton to prepare for the upcoming season.

COURSE SUPERINTENDENT

Mr. Kundahl stated that the course received a contribution of 66 trees and plants from Mr. Cardini of Greenwich, Connecticut. His generous gift included transportation to the Norwich Golf Course and the work of his crew for five days to install them on the course. Many of the trees will flower during the spring and individually and collectively will be a significant enhancement to the course. All of the members of the Authority together with Mr. Svab and Mr. Kundahl express their thanks and appreciation to Mr. Cardini for this gift and for the prior assistance he has given the course. A letter of acknowledgement is to be sent to him.

PRO MANAGER REPORT

Mr. Svab reported that at the present moment the internet at the course is down. The course is to obtain an updated GolfNow program which will require an updating of the communication facilities at the course. He has been making arrangements with Comcast Business for the upgrades.

The Connecticut State Golf Association requests to hold a tee time event at the course on September 29, 2023. Mr. Svab proposes a fee of \$35 per player together with a regular cart fee for any player choosing to use a cart. He also indicated that the Connecticut section of the PGA proposes to hold a two-day event in eastern Connecticut commencing on October 16, 2023. The event will be held at the Norwich Golf Course on the first day and at the Mohegan Sun/Pautipaug course the next.

A motion to approve these requests was made by Mr. Podurgiel, seconded by Mr. Malouf and approved by a vote of 8-0.

Mr. Svab described in general terms the schedule for the 2023 season. The course has lost no tournaments from the 2022 season and requests are being made for additional events. The course may have difficulty accommodating all requests as it is already close to filled.

He also reported that five new members have joined the golf course thus far this year.

In response to an inquiry by Mr. Podurgiel, Mr. Svab indicated the Caddy Shack should be able to handle patrons in the pavilion and provided some additional details with respect to the use of credit cards at the Gopher Hole.

Mr. Svab concluded his report by noting that new carpeting will be installed in the Pro Shop.

MEMBER'S CLUB

Mr. Busca reported that the Member's Club has a draft tournament schedule prepared which had been turned over to the board for its approval and transmission to the Authority for its consideration.

REPORT ON BRIDGE PROJECT

Mr. Malouf reported on the Bridge Project noting that at this point the engineers are tying up some loose ends on the plans for submission to the DEEP. If there are no delays in obtaining necessary permitting, he thought the work might be able to be done in the later autumn, probably November, this year. Delaying it to that date will avoid any significant disruptions of the course during the more prime playing season.

There was then general discussion about long term projects at the golf course including replacement of the irrigation system and substantial work on the bunkers as well as the cost of the same and the planing process.

ADJOURNMENT

A motion to adjourn the meeting was made at 7:43 PM by Mr. Malouf, seconded by Mr. DiBattista and approved unanimously.