

To: NGCA Members
From: Bernard Caulfield, Chairman NGCA
Re: Minutes of NGCA regular meeting of April 21, 2021 conducted remotely via Turbo Bridge pursuant to Executive Order 7B-1

Members Present

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

Others Present

Mike Svab, Pro Manager
Eric Kundahl, Course Superintendent
Tony Madeira, Finance
Todd Lavoie, Member's Club
Ed Nevins

CALL TO ORDER

Chairman Caulfield called the April 21, 2021 meeting of the Norwich Golf Course Authority to order at 7:00 p.m.

MINUTES

A motion to approve the minutes of the March 17, 2021 meeting of the Norwich Golf Course Authority was made by Mr. Malouf, seconded by Ms. Dutilly and approved unanimously.

FINANCIAL REPORT

Mr. Madeira presented the Financial Report.

Operating Revenues for the month of March 2021 were \$334,427, compared to budgeted Revenues of \$170,199, \$164,227.97 over budgeted Revenues, and \$147,129 more than March 2020 Revenues.

Expenses for the month of March 2021 were \$56,913, compared to budgeted Expenses of \$76,229, \$19,317 under budgeted Expenses, and \$22,601 under March 2020 Expenses.

Net Profit from March 2021 was \$277,514 compared to Net Profit for March 2020 of \$107,784. This calculation includes depreciation of \$6,872 in 2021 and \$4,553 in 2020.

The Cash Balance for March 2021 was \$368,533, the Cash Balance at the end of February 2021 being \$57,081. This is an increase of \$311,452.

Year to Date (YTD)

YTD Operating Revenues were \$391,943 compared to YTD budgeted Revenues of \$246,075. This is \$145,869 over the YTD Budget, \$126,665 more than YTD 2020.

YTD Expenses were \$146,498, compared to YTD budgeted Expenses of \$173,179. This is \$26,681 under the YTD budgeted Expenses, and \$6,497 less than YTD Expenses in 2020.

YTD Total Revenues exceeded Expenses by \$245,445, over Budget by \$172,549 and \$133,163 over YTD March 2020.

Items of interest on the Balance Sheet include:

1. Accounts Receivable: the Caddy Shack has paid the April rent and Mr. Madeira indicated he would review the records to determine if there is any balance due on the March 2021 rent.
2. The balance in Accounts Payable (product/services that have been received but not yet paid for as of March 31, 2021) is \$20,421.
3. The Due to General Fund is the NGCA's cash balance as of March 31, 2021. An amount in the asset section means that the city owes the NGCA those funds, and that figure is \$368,533. Since 2004 Mr. Madeira noted two instances where the Cash Balance at the end of the month was larger than the current figure in September 2012 and August 2011.

NOTE: March Cash Balance less Accounts Payable equals Cash (Shortfall):
 $\$368,533 - \$20,421 = \$348,112.$

A motion to accept the Financial Report as presented was made by Mr. Podurgiel, seconded by Mr. Lathrop and approved unanimously.

CORRESPONDENCE

Chairman Caulfield reported no correspondence had been received.

CADDY SHACK RESTAURANT

Mr. Svab noted that the automatic door providing access from the Caddy Shack Restaurant to the deck was installed on Monday, April 19, 2021. He also noted that the staff at the Caddy Shack were very pleased with the improvement and extended their thanks to the Norwich Golf Course Authority.

CHAIRMAN REPORT

Chairman Caulfield stated the course is beautiful and praised the Maintenance and Pro Shop staff for their efforts in causing it to be so.

COURSE SUPERINTENDENT

Mr. Kundahl reported that he had obtained a quote of \$4,700 for the stump grinding necessary at the course. This would involve 47 stumps located throughout the course.

Mr. Kundahl also described projects which have been completed or are in progress including;

- 1) the installation of the fountain in the irrigation pond and the activating of the same;
- 2) a drainage project on the 3rd hole involving the removing of a pipe that had been blocked by approximately 20' of root growth and replacing with a new pipe;
- 3) repairs to satellites on the irrigation system at various locations;
- 4) the taking down and removal of a large tree located adjacent to the 4th fairway which had split presenting a hazard.

Mr. Kundahl also indicated that on Monday, April 26, 2021 he would be aerating the greens to be followed by fertilizer. The course will be closed to play on Monday.

A motion to approve the appropriation of \$4,700 for the purposes of stump grinding was made by Mr. Malouf, approved by Mr. Lathrop and approved unanimously.

Mr. Podurgiel asked about the condition of the area in play to the right of the green on the 6th hole located between the green and the cart path. In his opinion

it needs work. Mr. Kundahl noted that the ground there is very hard and will require considerable softening and probably the bringing in of material to result in a lasting improvement.

PRO MANAGER REPORT

Mr. Svab noted that the new golf assistant, Ray Gortan, had started work at the course.

Echoing Mr. Madeira's comments, Mr. Svab noted that the receipts from dues and season passes had been very strong and already exceed the budgeted figures significantly.

Mr. Svab reported that the course has a full complement of tournaments and outings already booked for the 2021 season.

In discussing the April Revenues Mr. Svab stated his opinion that it had been a strong April assisted by the fairly dry conditions and regular warm weather. In April 2020 it had rained on 17 days with less rainy days this April.

There is ongoing road work by a city or state crew trimming trees along New London Turnpike and several have been trimmed along the golf course property.

Mr. Svab noted that the drainage on the 3rd hole has been much improved by the replacement of the blocked pipe by new pipe. The condition at the corner of the 3rd hole will continue to improve as it dries.

MEMBER'S CLUB

Mr. Lavoie reported that the first Member's Club Tournament of the year, an ABCD went off well.

ADJOURNMENT

A motion to adjourn the meeting was made at 7:31 p.m. by Mr. DiBattista, seconded by Mr. Malouf and approved unanimously.