

To: NGCA Members  
From: Bernard Caulfield, Chairman NGCA  
Re: Minutes of NGCA regular meeting of April 20, 2022 conducted in-person and remotely via Turbo Bridge

**Members Present**

Bernard Caulfield  
David DiBattista  
Ray Lathrop  
Michael Driscoll  
Richard Podurgiel  
Charles Whitty – attended remotely

**Others Present**

Mike Svab, Pro Manager  
Mitchell Nixon, Finance Department  
Mickey Busca, Member's Club

**CALL TO ORDER**

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

**MINUTES**

A motion to approve the minutes of the March 16, 2022 meeting was made by Mr. DiBattista, seconded by Mr. Podurgiel, and approved by a vote of 6-0.

**FINANCIAL REPORT**

Mr. Nixon presented the NGCA Financial Reports for the month of March 2022.

OPERATING REVENUES in the month of March 2022 were \$277,272 compared to BUDGETED REVENUES of \$226,175, \$51,097 over BUDGETED REVENUES and \$57,155 less than the comparable figure for March 2021 REVENUES.

EXPENSES for the month of March 2022 were \$174,808, compared to BUDGETED EXPENSES of \$105,147, \$69,661 over BUDGETED EXPENSES, and \$77,169 over March 2021 EXPENSES.

NET PROFIT for March 2022 was \$102,464 compared to a NET PROFIT for March 2021 of \$236,787. This figure is after depreciation of \$12,227 in 2022 and \$6,873 in 2021.

The CASH BALANCE at the end of March 2022 was \$237,879 in comparison to the prior month February 2022 figure of \$145,466. This is an increase of \$92,413.

### **Year to Date (YTD)**

YTD OPERATING REVENUES were \$339,361, compared to YTD BUDGETED REVENUES of \$284,884. This is \$54,478 over the YTD Budget, and \$52,582, less than the prior year.

YTD EXPENSES were \$340,498, compared to YTD BUDGETED EXPENSES of \$268,735. This is \$71,764 over the YTD BUDGETED EXPENSES, and \$150,511 more than the prior year.

YTD TOTAL REVENUES were less than EXPENSES by \$1,137; which is under Budget by \$17,286, and \$203,093 under YTD March 2021.

### **Items of interest on the Balance Sheet include:**

- Accounts Receivable is \$0, and as of today the Caddy Shack rent through the end of April 2022 is paid in full.
- The balance in Accounts Payable (products/services that have been received but not yet been paid for as of March 31, 2022) is \$3,938.
- The Due to General Fund is the NGCA's cash balance as of March 31, 2022. An amount in the Asset section means that the City owes the NGCA those funds. The present amount owed to the NGCA is \$237,879.

Note: The March Cash Balance less Accounts Payable equals Cash (Shortfall):

$$\$237,879 - \$3,938 = \$233,941$$

Mr. Podurgiel made reference to the member's due line item in the revenue portion of the income statement for March 2022. As of the end of March the total of \$310,237.50 in dues has been paid. This is \$28,433.64 more than the budgeted figure and approximately \$38,000 less than the figure received at the same time in March 2021.

Mr. Svab noted that through April 20, 2022 the amount of dues received is over \$350,000 and the budgeted figure of \$361,287 is likely to be reached by or before the end of April.

A motion to receive the Financial Report was made by Mr. Lathrop, seconded by Mr. DiBattista and approved by a vote of 6-0.

## **CORRESPONDENCE**

No correspondence was received.

## **CADDY SHACK RESTAURANT**

The lease is paid in full through the end of April 2022.

## **CHAIRMAN'S REPORT**

No report.

## **COURSE SUPERINTENDENT**

In the absence of Mr. Kundahl, Mr. Svab reported that irrigation system has been activated, seems in good condition and working well although 3 to 4 heads need repair or replacement.

The course will be closed on Monday, April 25, 2022 for aeration.

## **PRO MANAGER REPORT**

Mr. Svab reported that the construction of the pavilion should start next week.

Mr. Svab extended his thanks to his assistant, Ray Gorton, and to Authority member Bob Malouf for their work in roofing the pumphouse the work performed on April 20, 2022.

## **MEMBER'S CLUB**

Mr. Busca advised that the members have approved the revisions to the by-laws and constitution of the Member's Club. He also noted that the scholarship applications had been distributed.

Mr. Busca extended his personal thanks as well as the thanks of the Member's Club to Authority member Bob Malouf for assistance he rendered to a golfer who had a medical emergency during the recent ABCD Tournament noting Mr. Malouf's assistance did not end at the arrival of the first responders.

## **ADJOURNMENT**

A motion to adjourn the meeting was made at 6:15 p.m. by Mr. DiBattista, seconded by Mr. Lathrop, and approved 6-0.