

**Glendale Lakes Golf Club Committee Meeting Minutes**  
**February 9, 2023 at Glendale Lakes Golf Club**

Meeting called to order at 7:00pm by Chairman Pat Maritato. Chairman Maritato acknowledged and welcomed Trustee Chester Pojack to the meeting.

**Attendance:** Mayor Chodri Khokhar, Trustee Chester Pojack, Trustee Bill Schmidt, Mr. Ed Lambke, Mr. Bob Hoffman, Mr. Keith Knautz (Director, Leisure Services), and Jennifer Ferrell.

**Others present:** Rosemary Russell (Notes/Minutes).

**Welcome/Communications:** None

**Public Discussion:** None

**Approval of Minutes 12/1/2022:** Mr. Bob Hoffman motioned to approve the Minutes and Mr. Ed Lambke seconded. Chairman Maritato approved.

**Monthly Management Reports:** Jennifer Ferrell gave a re-cap of the Monthly Reports from November 2022 through January 2023. In November, a revised RFP for banquet operations was worked on. Staff from Glendale Lakes attended a BASSETT class for re-certification. The certification lasts 3 years. Also, the cooler in the front bar was replaced. Lastly, not much work was completed on the bunkers. Much colder weather is needed to be able to haul fill on the golf course while doing minimal damage to the turf. In December, we had 10 rounds of golf in total and they were all played on December 1<sup>st</sup>. The revised RFP for banquets went out and a mandatory meeting for anyone interested was held on Monday, December 19<sup>th</sup>. Our last banquet of the 2022 season was held on December 19<sup>th</sup>. In January, information regarding golf outings was sent out to all golf outing coordinators, as well as, a mass email blast to all golfers in our database. Additionally, we have begun advertising for seasonal staff for golf shop and grounds.

**2023 Golf Outing Bookings:** Jennifer Ferrell and the Golf Course Committee reviewed the 19 golf outings booked for 2023 and anticipate more in the coming months.

**2022/2023 Banquet Event Bookings:** Jennifer Ferrell spoke about banquets at the golf course for the last several months. We have been busy on the weekends but not during the week due to staffing issues. Also, our part time sous chef resigned December 15<sup>th</sup> as he received a full time promotion. To date, we have 3 weddings booked for 2023. Jennifer has spoken to the staff at Holiday Inn in Carol Stream and their wedding bookings are down also. Jennifer did state that if an RFP was not acquired for the golf course we will have to hire a cook as soon as possible.

**New Business:**

- A. Golf Cart Purchase Update:** Jennifer Ferrell stated the new "delivery" date for the golf carts has now been pushed forward to mid to late May. This could cause a problem with the Spring Fling event in April. We currently have 75 carts on premises (10 which don't work). After speaking with EZ Go they offered to loan us 5 gas carts to help until our delivery. Mr. Ed Lambke stated he would like to see us promote to our golfers the coming of our new electric carts.
- B. Charities for 2023 Charity Classic:** Jennifer Ferrell stated the Charity Classic Golf Outing will be held on August 25<sup>th</sup> this year. However, she needs the input of the Committee to determine what local charities will benefit from the proceeds. Chairman Maritato then asked the Committee for their input. Trustee Schmidt indicated he would like to see the money benefit the residents of the Village of Glendale Heights and Mr. Ed Lambke agreed. Keith Knautz suggested adding the Family & Faith Food Pantry in Glendale Heights. It was agreed the following charities would receive the proceeds: The Northern Illinois Food Bank, The Family & Faith Food Pantry, The Glendale Heights Christmas Sharing Program, The FOP Lodge #52 Community Enrichment Fund, The Glendale Heights Chamber of Commerce and The Glendale Heights Foundation. All Committee members agreed.

- C. Bunker Renovation Plan Update:** Jennifer Ferrell gave a brief update on current bunker renovations. The second green side bunker on #8 has been filled and is ready for top soil and sod in the spring. The freeway between #1 and #9 is filled in and the next to be filled is #11. The #7 hole between the 2 fairways is mostly cleared out and on #5 most of the trees have been eliminated. Chairman Maritato asked what the timeline is to complete the bunkers? Jennifer responded as soon as possible (weather permitting).
- D. 2023-2024 Budget Items:** Jennifer Ferrell began the discussion by informing everyone that there are 3 trees on Hole #1 that have been taken down. The hope is to replace them with Maple trees. Next, she stated she would like to purchase an AED for the golf grounds office. She also stated that the burglar alarm for the golf course is aging (original from 1995) and needs to be replaced. She would also like to see the building water fountain replaced with a newer system make to refill water bottles. Also, the garage door in the basement needs to be replaced. She also stated that Brian Trifilio is asking for a Gator Utility Vehicle. Lastly, she stated that the ramp into the basement needs to be replaced (hopefully April or May of 2023). Chairman Maritato then responded that if the ramp is going to be replaced there is a product called BAM (which is a base for the asphalt) that needs to be layed prior to the blacktop in order to eliminate slippage of carts on the ramp. He also questioned if the drain at the bottom of the ramp needs to be replaced. Jennifer Ferrell stated she would confer with Chuck Dombrowski (Lead Foreman/Facilities) for that information.
- E. RFP for Banquet Operations:** Mr. Keith Knautz (Director, Leisure Services) passed out a packet of information regarding the RFP for Banquet Operations to all members of the Committee. He stated the RFP was due to the Village on January 30<sup>th</sup>, 2023. There was only 1 bid received from Belgio's Catering in Naperville. This is a family owned company that has been in business since 2000. They currently manage events for North Central College and Marmion Academy. They also are the caterers for Danada House, Kendall Hall, The Oak Room, the Farmhouse and the Katherine Legge Memorial Lodge. Mr. Knautz stated this caterer knows how to market their business. The Committee then proceeded to review the menus from Belgio's that were provided to Mr. Knautz. Mr. Knautz stated that at this time the RFP is still negotiable and hopes to meet with the owners next week. He also stated that the proposal from Belgio's is based on a 5-year plan. In the end, Mr. Knautz stated this is a item that will have to be approved by the Board of the Village of Glendale Heights. Trustee Schmidt stated he would like to see a new zoned sound system for the banquet rooms. Chairman Maritato stated he wants to ensure they manage our weddings properly.
- F. 2023 Golf Course Committee Meeting Dates:** Chairman Maritato reminded the Committee that the next meetings for the Committee will be May 11<sup>th</sup> and November 30<sup>th</sup>, 2023.
- G. Other Discussion Items:** No other items will brought forth from the Committee.

**Adjournment:** Without further discussion Chairman Maritato asked for an adjournment of the meeting. Mr. Bob Hoffman motioned to adjourn and Mr. Ed Lambke seconded. The motion carried.

The meeting adjourned at 8:06pm. The next meeting will be held on May 11,, 2023.