

Northwood Park District

January 14, 2024

Northwood School – Boardroom

Meeting called to order at 4:55pm at the Northwood School boardroom by President Nikki Nelson.
Members present: Nikki Nelson, Sharee Haar, Jason Gader, Josh Nelson, Diane Twete and guest Nathan Larson

Nathan Larson shared information with the board regarding insurance for our entities and asked if we would consider rotating our insurance business between local agents. We would have all the same companies and coverage but change in agent. Tabled to next meeting

December minutes were presented, reviewed and approved M/S/P Haar, JNelson 5-0

Financials were presented, reviewed and approved M/S/P Haar, JNelson 5-0

The Park Board reviewed state audit report. All good reviews just a couple small items to adjust.

Golf

Our greens mower that has been on back order for the last 3 years should be arriving this year in April/May.

We reviewed updated clubhouse project quote from Larson Construction. We will move forward

Golf membership was discussed. A few changes to update with reference to age for each membership - those will be reflected on the early bird letter going out in March.

We compiled a list of projects to look at once spring/summer weather arrives. The project list will get updated with this information.

Fundraising

We have our 3 on 3 tournament advertised and have emailed all prior participants.

Other

We will work on getting ball registration up and running sooner this year.

We will also get our 2024 employment advertised in about a month or so.

Election paperwork has been distributed to those board members who seat is up, completed paperwork will need to be turned into City Hall.

Meeting adjourned at 5:55pm

Northwood Park District

February 18, 2024

Northwood School - Boardroom

Meeting called to order at 1:00pm at the Northwood School boardroom by President Nikki Nelson. Members present: Nikki Nelson, Jason Gader, Sharee Haar, Josh Nelson and Diane Twete

January minutes were presented, reviewed and approved. M/S/P Haar, Gader 5-0

Financials were presented, reviewed and approved M/S/P Haar, Gader 5-0

Insurance – There was discussion on rotating insurance agents. Table to March meeting

EDC – The board visited about the Northwood Housing Incentive program. The information posted in their program has our old golf rates. After discussion, we will let EDC board know we will no longer take part in the program but will instead offer them our early bird discount.

Our 2024 Job opening list was reviewed and will now get posted on Facebook.

Ball registration will also open up on sports engine. As we have struggled to find help for concessions, we will ask each family to work one summer ball concession time or pay an extra \$50.00. We will check on price for new babe ruth jerseys and new softball jerseys.

Golf

We will rent 15 carts this year from All Seasons Motorsports out of Fargo. We have contacted Braun Electric to get light pole working and to also run electricity to the mower shed. The golf letters will be sent out by March 1, we will offer early bird special with no increases to any memberships. Troy Johnson can have old deck if he hauls away and make a donation.

Pool

Once it warms up, we will have the valves fixed. We will have lifeguards clean pool house, deck and pool this year with Molstad Excavating pumping out the last 5 feet of the water.

Fundraising

We discussed hosting a baseball auction during St. Patrick's day weekend.

3 on 3 registration is filling up – concession ideas: pulled pork, pizza, subs, pretzels and BBQ – we will confirm closer to date

Meeting adjourned at 2:15pm

Northwood Park District

March 13, 2024

Northwood School - boardroom

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Jason Gader, Sharee Haar, Josh Nelson and Diane Twete

February Minutes were presented, reviewed and approved. M/S/P Gader, JNelson 5-0

Financials were presented, reviewed and approved M/S/P Gader, JNelson 5-0

Park

We are good on dirt. Diane Twete will contact the stump company and have them finish stump removal at the park and the golf course. There was discussion about getting water control value throughout the park - We will get some bids. We will have Drew Suby spray park again, just waiting for this years prices.

Applications 2024 – we reviewed and discussed current applications received so far. We hired:

Mike Schol, CH manager

Christian Kvilvang, head park groundskeeper

Mike Cristobal – golf grounds

Alec Bruckner – clubhouse attendant

Golf

We have contacted Braun Electric to hook up electricity to work shed. We will double check with Domres excavating about removing tree pile by hole #3. We will have new mower delivered before May. Diane Twete will check with Jaci Lenz regarding printing specific financials needed by American Federal Bank to finance the mower.

Other

3 on 3 – After discussion, we will no longer do T-shirts for 3 on 3, possibility a drawing for each division.

Caleb Loy will do swimming lessons again this year – He is working on schedule. We will need to update our red cross information for the year.

Youth football starts August 5th.

After discussion, Board has decided to rotate insurance agents starting this year. This will be a one year trial period. Even years with Nathan Larson, Odd years with Kami Kappedal

We cancelled the baseball Calcutta, We will contact the state on gaming permit for future calcuttas.

Meeting adjourned at 6:40pm

Northwood Park District

April 10, 2024

Northwood School - Boardroom

Meeting called to order at 5:00pm by President Nikki Nelson, Members present: Nikki Nelson, Jason Gader, Sharee Haar, Josh Nelson and Diane Twete

March Minutes were presented, reviewed and approved. M/S/P JNelson SHaar 5-0

Financials were presented, reviewed and approved M/S/P JNelson, SHaar 5-0. We will invite clerk, Jaci Lenz to our May meeting

Park – We will check when water will be turned on.

Pool – We are waiting for weather to warm up/closer to start date to check valves

Ball – We will go through list of who have paid for banners and those who have not will receive a letter requesting payment

Golf – We reviewed open golf tournament dates.

Other

There was discussion on adding Pickle Ball to the park. At the current time, we have other financial obligations to take care of but will add to project list

After reviewing applications – we hired:

ClubHouse Daniel Rakenrud, Jaklyn Davis and Maggie Davis ½ time

Golf Grounds: Hunter Twete, Hunter Frederick, Trista Bilden, Maggie Davis ½ time

Softball: Nyssa Lemey/Alexa Barragan

Tball: Wesley Meland – looking for 3 others

Babe Ruth: Brennen Beaudin

Little League: Josh Nelson/Carson Beaudin

Concession manager– open

Lifeguards: Keegan Schroeder/Addy Groven/Ava Olson/Alexa Barragan/Piper Ebach/Kennedy Ostlie/Mckenna Gader/Taylor Twete

Meeting adjourned at 7:00pm

Northwood Park District

May 1, 2024

Special meeting

Northwood School - boardroom

Meeting called to order at 5:00pm by President Nikki Nelson. Members Present: Nikki Nelson, Josh Nelson, Sharee Haar and Diane Twete

Discussion on financials:

We will finance our new greens mower. We will get documentation to our bank, American Federal Bank for review.

Once current projects are completed, we will review our project list.

Employees for 2024

After discussion:

- **Employees will be informed who to report to
- **What their hours will be and to use a timecard
- **No extra projects unless approved
- **No purchases unless approved

Josh Nelson will connect with Tom Oelrich

Meeting adjourned at 6:30pm

Northwood Park District

May 15, 2024

Northwood Golf Course

Meeting called to order at 7:00pm at the Northwood Golf Course by President Nikki Nelson.
Members present: Nikki Nelson, Josh Nelson, Sharee Haar and Diane Twete

April Minutes were presented, reviewed and approved M/S/P Haar, JNelson 4-0

Financials were presented, reviewed and approved M/S/P Haar, JNelson 4-0

Park –

We need workers for garbages and bathrooms. We will have coaches take care of the garbages at their diamonds which then leaves us with less than half of them to take care of. We will check with our Tball coaches if they would take on the remaining garbages and cleaning the bathrooms.

Locks for the water spikets are a fairly easy fix. We will get some prices and then discuss

Pool –

Northwood Plumbing and Heating said they will help with the valves/get them labeled and get the heater installed. We will reach out to our Hawkins rep for some direction on the chemical system. Dates will be set up for lifeguards to come start cleaning the pool.

There were some concerns about the pool area not getting cleaned enough during the season – we will have lifeguards sign off on the cleaning list each day. We may need to purchase some new pool chairs but will know more after everything is cleaned and set out.

Pool Rules – The board will discuss and make any appropriate changes. Table to next meeting

Nikki Nelson hired as pool manager and Sharee Haar as assistant

There was discussion on pool pass prices. After discussion, family pass is for family members living in the same household. The pool prices will be: Family + sitter 120, family 100 and single 50

Ball –

There was discussion on adding additional days for the TBall program. No decision was made, we will see how this year goes and plan for changes next year if needed.

We will use up our agri-line this year. There is a new product that is bagged up and shipped directly to us - we will work on switching over to this new product.

Softball held their pre – season meeting. Nikki Nelson hired as assistant coach to join Coach Lemay and Coach Barragan.

We will hire Alison Cope as concession manager. The ball schedules are done so we will email them out for sign-up/pay extra 50.00. Families need to be signed up to work concessions or opt out by paying 50.00 before their child will play. There was a parent request for a Little League game under the lights, we will see what we can do but schedule is pretty full.

We will update our sportsmanship form – we will need it signed before playing.

Babe Ruth team will be coached by Brennen Beaudin and Jaerod Hanson(hatton coach)

Golf –

We did pay for our new green mower in full. Once our required financials are completed, we will apply for loan with American Federal Bank. Signers on loan will be same as account signers.

We are looking to finance short term around 30,000. M/S/P Haar, J Nelson Twete abstained

Our WDAZ card winners were Joel Foss and Travis Bengs. This is a drawing from our early bird memberships.

Our golf workforce will be:

Randy Hegg – Fariway Trista Bilden – Greens/fringes/some course mowing

Twete/Frederick – rough mowing/garbage/sand traps/trimming/misc.

Randy Bilden – will help when needed through the summer

Jim Bilden – watering but will teach Twete/Frederick Maggie – help as needed

We do need gravel filled in by all the bridges. Ok'd to order

We will give one more week for bathroom floor to get finished and then it just needs to be put back together.

We are planning a junior golf tournament for August 11.

Any changes to meeting time??

Meeting adjourned at 8:15pm

Northwood Park District

June 12, 2024

Northwood Golf Course

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Josh Nelson, Jason Gader, Sharee Haar and Diane Twete

May Minutes were presented, reviewed and approved M/S/P gader, jNelson 5-0

Financials presented, reviewed and approved M/S/P Gader, JNelson 5-0. Diane Twete will work on greens mower loan

Pool – We have hired additional lifeguards: Carson Beaudin, Tucker Burger and Brooke Carroll. The valves will be labeled and fixed once the pool is emptied this fall. We will schedule a time for the board to learn how to run the chemical system and all then in's and out's of the equipment

Park – We will contact tree company to remove the remaining stumps in the park and one additional dead tree. We will work on setting up a camera or 2 in the park.

Ball – Concessions sign-up is almost fully staff with volunteers - just a couple families to still sign up, Sharee Haar will reach out to them. We will work on using up our existing pile of agriline so we can move to MVP Field Conditioner product.

Golf – We will have grounds crew work on moving gravel to the bridge entries. There was discussion on the cart rental form. It was determined to rent a cart, the individual: Needs a license and Needs to complete form and sign – we will let Mike Schol know so he can train the clubhouse attendants. The stump removal is almost complete.

Meeting date and time will remain the same

The school agreement was distributed, asking board for updated or changes. They will review and email Diane T so she can update for the school July meeting

Voting – this Tuesday 😊

For Old Fashion Saturday, the park board will run the following events:

Wednesday – Pool Carnival 1-4 snow cones etc.

Thursday – yard games, movie and teen swim

Friday – 4 man scramble 10:30 / 200.00 / hole in one contest #5

We will ask Brian Morrison to make the food and we will serve out of basement instead of having food truck available. Maybe a sandwich and cold salad

Saturday 3-7 family swim

Diane Twete will send out sponsorship letters (100 Golf/25 pool/ 50 movie)

Other

Youth Football will use the park on Wednesdays

There was discussion on fundraising to cover ball jerseys, f.golf, pickle ball and teeboxes

We will visit with grounds crew on the placement of the women's tee box

Meeting adjourned at 6:40pm

Northwood Park District

July 14, 2024

Golf Course Clubhouse

Meeting called to order at 5:00pm. Members present: Nikki Nelson, Sharee Haar, Josh Nelson, Jason Gader and Diane Twete

June Minutes were presented, reviewed and approved M/S/P J Nelson, Haar 5-0

Financials were presented, reviewed and approved M/S/P J Nelson, Haar 5-0

Pool – We currently have 58 memberships for the season. All is going well. We will need to purchase a new rope for next year. OFS Pool Carnival will have tattoos, prizes, snow cones, gift cards and ice cream certificates.

Park – Mower is fixed, needed a new fuel tank. For OFS, we will go with the movie Little Giants, will serve concessions (candy, drinks and hot dogs). Yard games etc. will be available for folks as they are eating in the park and waiting for the movie.

Jim Mutchler has volunteered to cut down the tree behind the chapel before it causes any more damage to the building. We may need some mulch in flower beds.

Golf – we have 10 teams signed up so far for the Old Fashion Saturday Golf Tournament. We will do Longest putt, Longest Drive, Closest to the Pin and Hole in 1 contest. Winning team will get money back, one random draw from teams to get ½ back and then will have other drawings

Brian Morrison will serve food – taco bar

Ball – T-ball season is done, no complaints – will discuss any changes for 2025 this winter

LL/Softball – tournaments and season are done – will discuss any changes for 2025 this winter

Other

Golf fall mowing – We will check if Randy Bilden available to help – Hunter F will work on weekends

Idea of having a video of pictures of the park/golf course on our website

We need to fill in gravel at course at trail on hole #1 and on road by hole #5 & 6

We will look into getting flags that are American flags

Calcutta – August 29 – We are working with State gaming regarding our paperwork.

We will ask our clerk for printout of chart of accounts and will also price out new laptop and printer

Meeting adjourned 6:40pm

Northwood Park District

August 11, 2024

Northwood Golf Course

Meeting called to order at 5:05pm by President Nikki Nelson. Members present: Nikki Nelson, Josh Nelson, Sharee Haar, Jason Gader and Diane Twete

July minutes were presented, reviewed and approved. M/S/P Shaar, Jgader 5-0

Financials were presented, reviewed and approved M/S/P SHaar, JGader 5-0

Park -Park Manager will be done working August 13 for the season. Tim Cope is interested in filling in to cover mowing until freeze up. He may also be a possibility for golf course rough mowing depending on his work schedule and time available.

Pool – Last day the pool will be open this season is August 19. We will get valves repaired before the end of the year. Items for next season: Rope and repair ladders

Golf – There was discussion on golf course updates and repairs and what plan would work or make the most sense. This would include extending irrigation and making tee boxes at Holes 1, 5,7, 9 and improve landscaping. – Board members will work on getting some quotes

Ball – We will sent Babe Ruth invoice to Hatton Park Board to get paid back for half of the 2024 fees and supplies. There was discussion on next year's numbers. And setting up a join meeting with Hatton Park Board to review some issues from this 2024 program

Discussion on number for LL and softball – how to adjust signup. Also discussion on park district can help with implementing softball to a school program.

Other – Discussion of future recognition

Meeting adjourned at 6:25pm

Northwood Park District

September 8, 2024

Northwood Golf Course

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Josh Nelson, Sharee Haar, Jason Gader and Diane Twete

August minutes were presented, reviewed and approved. M/S/P Jgader, Jnelson 5-0

Financial report was presented, reviewed and approved M/S/P JGader, Jnelson 5-0

Park - Little kids football is Tuesday and Thursday at the main diamond

Pool – We had some issues with our ladders this year. We also looking at getting wider/bigger ladder for corner in the shallow end, it is family friendly style. Sharee Haar will check out prices/how to install/etc.

Golf - There was discussion on some year- end items. It was also brought up about having 2 tournaments back to back, it creates a lot of work of grounds crew.

Ball – We need to finish up our list for discussion with Hatton Park Board regarding Babe Ruth and schedule a group meeting. We will try to use up agri-line this fall and drag diamonds one more time.

Other – Discussion of future recognition

Discussed checking with Matt Domres to fix path down by tee box #1

We contacted Larson Construction to take a look at roof leake and sign at bottom of #1

Discussion of cart rental process and expense to fix

Meeting adjourned at 6:00pm

Northwood Park District

October 13, 2024

Northwood Golf Course

Meeting called to order 5:05pm by Nikki Nelson. Members present Josh Nelson, Sharee Haar, Diane Twete and Nikki Nelson

September minutes were presented, reviewed and approved M/S/P JNelson, SHaar 4-0

Financials were presented, reviewed and approved M/S/P SHaar, JNelson 4-0

Mike Schol joined at 5:18 to review golf season

- Need to improve cart rental system

- Review golf rates for 2025

- Tournaments back to back – lots of work for grounds crew

- Advertise golf prices – Facebook etc

- Scorecards – review /check out new options

Ball – We will need a new scoreboard clicker by next spring

Pool – The new ladder quote is 13,000, would install this spring

Park – We will get everything picked up this week for winter season. We just need to take care of water lines.

Other

3 on 3 will be March 15, 2025. There was discussion on continuing to do T-shirts, majority was for continuing

Northwood Park and Golf property legal names reported with the state are slightly different – there was discussion on making them the same

Dumpsters need to be picked up - Sharee Haar will email this request to the City of Northwood.

Meeting adjourned at 6:45PM

Northwood Park District

November 10, 2024

Northwood Golf Course

Meeting called to order at 5:00pm by President Nikki Nelson. Members present: Nikki Nelson, Jason Gader, Josh Nelson, Sharee Haar and Diane Twete

October minutes were presented, reviewed and approved. M/S/P Haar, Gader 5-0

Financials were presented, reviewed and approved. M/S/P Gader, Haar 5-0

Ball –

There was discussion on next year's ball team sizes, especially Babe Ruth team. We will reach out to Hatton Park Board for a group meeting regarding Babe Ruth team(size/coaching/state tournament), jerseys, and cost-share for equipment/fees

Park –

After discussion on the landscaping bids presented from Lawn King, it was approved. We will notify Lawn King to add us to the list for 2025 spring and will complete paperwork for the EDC storefront program. We have everything winterized and have notified the City of Northwood to pick up our dumpsters until spring.

Pool –

After discussion on our new ladder, we will move forward with purchase. We will contact Northwood Legion about a possible donation.

Golf –

The landscaping bids were reviewed and approved. We will notify Lawn King to add to work list for 2025 and complete paperwork for the EDC storefront program.

We will contact Billy Baker to check out clubhouse leak and to fix sign at the bottom of hole #1

Waiting for bid on tee boxes and cart path –

We will draft a letter to the Johnson family regarding cart damage . There was discussion on the golf team requests – no action taken, tabled to next meeting. (using carts – liability & fee/food for tournaments/Open course for summer)

Other –

Board approved new computer for clerk, we will check if there is a preference on computer brand. We will make sure we are doing Quickbooks online not through software.

We will contact Uglem Law to help put DL Campbell Park and the Golf Course under the same entity name

We have received grant funds for Frisbee Golf. We will do a write up for the Gleaner in spring once we have it all installed.

The board reviewed letter they received from the City of Northwood. With the park district receiving ½ sales tax the city required us to provide our financials each month. We provide each month, our account balances and bills to pay. They are looking for great detail, down to every checkbook entry.

Elaine Nelson reached out to us about re-painting a few items in the park. We will visit more and get back to her.

Meeting adjourned 7:30pm

Northwood Park District

December 8, 2024

Northwood School - Boardroom

Meeting called to order at 5:00pm by President Nikki Nelson. Members present were Nikki Nelson, Josh Nelson, Sharee Haar, Jason Gader and Diane Twete

November minutes were presented, reviewed and approved M/S/P Haar, Gader 5-0

Financials were presented, reviewed and approved M/S/P Haar, Gader 5-0 (we will wait until January to pay off our mower loan)

Ball

Tball – possibility of 4 coaches returning from last year. We ask them to complete an application for 2025. Discussion on having 5/6 yr olds on Wednesday and 7/8 year olds on Tuesday/Thursday

Little League – As we look at next year players, probably with have small team sizes due to some later birthdays (some playing both LL and BR)

Softball – We will price out new jerseys, possibility sell the old one

Babe Ruth – We are still trying to organize a joint meeting with the Hatton Park Board.

Concessions – Once we have the 2025 game schedules, we will post concession sign-up

Projects – We will work on getting our list updated.

Other – Benchmark advertising – no thank you

We will send a letter to Baseview to fill residents tanks from their property side not the parks.

We will contact the City of Northwood to Not remove snow in the park.

In regards to the letter from the City of Northwood, Josh Nelson and Sharee Haar will attend audit committee meeting.

Meeting adjourned 7:15pm