BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	March 25, 2021
MEMBERS PRESENT:	B. Winikoff, J. Macher, C. Wolf, B. Lerner, E. Hoffman, J. Banks, w. Berkowitz, P. Edwards, S. Forman, J. Glassman, P. Kupperman, F. Richard, C. Rosenblatt, R. Schwartz, D. Shifrin,
MEMBERS ABSENT:	
PARTICIPANTS:	M. Linderman, K. Campbell, L. Stefaniw
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Bob Winikoff
ISSUE DATE:	April 28, 2021

Approval of Minutes

Motion: On a motion made by Mr. Forman and seconded by Dr. Edwards, the minutes of the February 26, 2021 Board meeting are unanimously approved.

Motion: On a motion made by Mr. Rosenblatt and seconded by Dr. Edwards, the minutes of the March 3, 2021 Board meeting are unanimously approved.

Chairman Report: Bob Winikoff

Mr. Winikoff reported that the Master Association's assessment to the Club is 20% lower and the Village's assessment is between 20% and 28% lower. The inclusion of Akoya attributes to these reductions.

The Rules and Regulations rewrite Committee has made significant progress which includes a revision of the pre-application process.

An Ad-hoc Committee has been formed to review the new Board Member orientation as well as continuing education for the Board. The Members of this Ad-hoc Committee are Steve Forman, Jeanine Banks, Phil Edwards and Chuck Rosenblatt.

Mr. Winikoff requested that the Board submit referrals to Frank Richard and Jeanine Banks for the 2021/22 Leadership Program.

General Managers Report – Matthew Linderman

Financial Flash Report

For the period of March 1 through March 21, 2021

Golf revenue is in line with Budget due to the easing of restrictions in the Covid-19 guest policy. Golf rounds are up from budget and last year.

Golf and Tennis Retail revenues are up from budget due to the easing of restrictions in the Covid-19 guest policy. The success of the 'Play for Pink' and 'Pot of Gold sales' as well as the various Pop-Up trunk shows contributed to the strong March revenues.

Due to Covid-19, spa services remain down from budget and compared to last year but have improved overall due to the easing of restrictions in the Covid-19 guest policy and Members gaining more confidence after receiving the Covid-19 vaccine.

All F&B outlets that are currently open are experiencing good covers and revenues considering they are operating at limited capacity. Restaurant traffic has also improved due to the easing of restrictions in the Covid-19 guest policy. Roadside Cravings has been a great success generating over 1,400 covers for the Month of March.

Delinquent Dues, Foreclosures and Downgrades

There are currently 68 delinquent Members, 44 of which have been delinquent for more than one year. Last year at this time there were 64 delinquent Members, 35 of which were delinquent for more than one year.

As of today there have been six foreclosures compared to two last year at this time.

As of March 23, 2021 golf is down 98 players compared to down 20 players last year and tennis is down 15 players compared to down 14 players last year. There are 39 players who took the Pickleball Membership which is up 12 from last year.

General Business

The Tanglewood evening was well received. There were 250 covers on the Garden Terrace and Lawn and the Driving Range combined. The Lobsta Pop-Up To-Go served 634 covers for a total of 284 total orders.

My Pi will be reopening for lunch due to the increase in lunch business.

We have received over 430 orders for Passover To-Go.

We are in the process of interviewing three contractors for the Sports Complex remodel. Overall costs are up due to Covid-19. Since January the price of steel has gone up another 35%.

The transition from Wells Fargo to Fifth Third Bank is in process. All accounts have been opened and are in the testing phase for Accounts payable, Accounts Receivable and the ACA. The collateral account with Wells Fargo has been closed and the money has been released and transferred.

Plans for the Welcome Center are close to completion.

Summer golf leagues and Reciprocal Programs will be put on hold. Many neighboring Clubs have already decided not to participate. We will reevaluate in April.

Human Resources

The International Staff are scheduled to start departing on May 1. Human Resources continues to hire locally for a smooth transition into the summer.

Eric Kaplan, newly hired Clubhouse Manager was introduced to the Board.

Covid-19

Gold Card Members will be permitted to use the facilities without the Member that sponsored their gold card effective April 5. Gold cards must be activated through Membership for use of the facilities without the Member. Proof of Covid-19 Vaccine record or negative Covid-19 test will be required in order to activate the gold card.

Cardroom reservations are low due to the current Covid-19 protocol. Effective April 3 Members will be allowed to remove their masks while seated at the card table. Masks will be required when entering all indoor facilities and will be required when Members get up from the card tables.

Gold Card guest policy

The Club has received several requests for a program to include parents and/or grandparents of Members similar to the Gold Card/Offspring program. There are currently 383 households within the Community that are under the age of 65. We would like to add Parents and Grandparents to the existing Gold Card program.

Motion: On a motion made by Mr. Kupperman and seconded by Mr. Macher, the Board unanimously approves the Club to add parents and grandparents to the existing Gold Card program and to amend the Club Rules to reflect this change.

Single Member Restrictions

We would like to lift the current Covid-19 restriction that is in place and again allow Single Members to bring one guest to accompany them for dining. Guests of Single Members would be required to follow all Covid-19 safety protocols in place and show a Covid-19 vaccine record along with photo ID at check-in. These guests would only be permitted 14 days after their second dose of the Covid-19 vaccine.

An in depth discussion took place amongst the Board.

Motion: On a motion made by Dr. Edwards and seconded by Mr. Kupperman, the Board unanimously approves lifting the current Covid-19 guest restriction and reinstating the policy to allow for Single Members to have one guest accompany them for dining.

Medical Aides

The Club continues to receive requests to allow Aides to accompany Members for dining. Not allowing Aides can be a safety issue and put employees in harm's way. We would like to recommend Medical Aides to accompany Members for dining. Medical Aides would be required to follow all Covid-19 safety protocols in place and show a Covid-19 vaccine record along with photo ID at check-in. Medical Aides would only be permitted 14 days after their second dose of the Covid-19 vaccine.

Motion: On a motion made by Mr. Rosenblatt and seconded by Mrs. Banks, the Board unanimously approves allowing Medical Aides to accompany Members for dining providing all Covid-19 protocols are followed and the Medical Aide adheres to the Club's dress code policy.

Mr. Winikoff recognized Paul Echenberg on his work during his time as Chair of the Long Range Planning Committee.

<u>Foundation Report – Pamela Weinroth (written report provided)</u>

The Foundation is thrilled to share with you we have reached 300 shares, $150,000, to date with only 200, $100,000, shares remaining to meet our goal in our new initiative, The Partnership. We are actively looking for new donors to meet our goal of 500 shares.

Our raffle sales will conclude next week with the official drawing on Thursday, April 1 at 3pm. We have raised over $70,000.

The Foundation will be bringing back this year, A Spring Cleaning with Meaning. Boca Helping Hands and Sweet Dream Makers were on hand to collect food and small appliance donations on March 25th and April 15th.

We thank the Club's Board of Directors for approving our 2021 9th Annual Golf Challenge. November 1, 2021 will be the date to join in the fun and experience the number one Golf Challenge at the number one Country Club.

Mr., Macher then recognized Project Search and complimented Matthew and the Staff at Boca West for continuing the program.

Legal Report – Jerry Glassman

Good Old Days lost another final summary judgment. They have 30 days to appeal, which we anticipate they will.

Rules and Regulations Rewrite Update

The Rules Committee met on March 19 to finalize the update of the Rules and Regulations. The document is now being edited and will be presented to the Executive Committee and then to the Board of Governors. The finalized version will be published on the Club's website. It will be a living document that can be amended, modified, or added to only by action of the Board of Governors.

Moving forward the Committee will be reviewing the Club's pre-screening and Application for Membership procedure.

Mr. Winikoff thanked the Rules Committee for their work on the rules rewrite. This has been a three year process.

Joint Venture

A transition meeting was held on March 15 with the new Committee Members from the Boca West Country Club Board of Governors and Boca West Master Association Board of Directors.

The Masters Association has begun fining the first group of Delinquent Members after Grievance Committee hearings. The fine is $75 per day for each day of non-compliance. The second group of delinquent accounts was sent to the Masters Association on March 8, 2021.

Finance Report – Bob Lerner

Financial results for the month ending February 2021, before $93,300 of timing differences, were $1,662,100 higher than budget. Non- operating items netted to a $317,100 negative variance, and operating results came in $1,979,200 ahead of budget.

Non-operating items represents Dues related to the number of non- paying members being in excess of the numbers anticipated in the budget as well as pro-rata dues for new members not yet received.

Covid-19 restrictions continue to impact Club operations. Staffing levels have been adjusted to reflect our current business requirements and Member Activities throughout the Club have shifted from large in person events to smaller gatherings including virtual. Outside venues have been popular with the addition of Tavern on the Court.

Revenues have been negatively impacted in all areas. Gross profit is down $2.9 million of which $2.1 million is Food and Beverage.

Total cash as of February 28, 2021 was $14.5 million with no outstanding balance on the Line of Credit. As of February 29, 2020 total cash was $5.4 million with no outstanding balance on the Line of Credit.

Special Projects – Phil Kupperman

Mr. Kupperman presented a comprehensive overview of the Special Projects Committee. The overview included a detailed report of the comparison between the Regular Renovator Program and the Bulk Renovator Program as well details on the Committees involvement in the Clubs Capital Projects.

Board Member Orientation and Continuing Education – Steve Forman

Steve Forman, Jeanine Banks, Phil Edwards and Chuck Rosenblatt are in the process of reviewing the Board Member orientation process. The goal is to get newly elected Board Members acclimated as soon as possible and continue Board development during their tenure on the Board.

Membership – Phil Edwards

Motion: On a motion made by Dr. Edwards and seconded by Mr. Macher, the Board unanimously approves the 14 new Memberships consisting of ten new Members and four new homes.

Membership Statistics

As of March 23, 2021, closed and pending sales to new Members were 122 compared to 98 last year, including 18 New Members in Akoya this year compared to 12 in Akoya last year.

Board Approvals Needed

Motion: On a motion made by Dr. Edwards and seconded by Mr. Kupperman, the Board unanimously approves the one 75-mile request made. They have signed an affidavit that they will not be renting their Boca West unit and have requested membership other than limited social.

Human Resources – Bob Schwartz

International Hiring & Flights

We are still receiving the ratings and rehire eligibility from all of the departments, which will be used to determine which employees will be rehired next season. We anticipate an 80% - 85% actual return ratio although more are eligible for rehire. We would also like to extend offers to the 50 people that were cut due to Covid-19 business reductions or did not receive their visas in time.

We will be changing only a few flights to accommodate requests to return home. Since everyone arrived so late this season, we are working with the Department Heads and Workaway to keep the staff here as late as possible. The H2b visa expiration date is May 31, 2021. There are approximately 135 of the 160 H2b employees going up north to work this summer. Most of the Romanians are going home and a few South Africans. We are still working with the departments to determine how many Staff Members will be needed next year.

Domestic Recruitment

We are working hard to recruit college students to participate in the Manager In Development (MID) program. To date, we have ten interested and four that we would like to hire. We are hoping to hire a total of 14 people for the program. We will reach out to all former college students that worked here in the past to see if we can generate interest again for this summer. We continue to advertise on Indeed for most positions in the Club in the hopes we can hire year round domestic staff.

H2B Visa Paperwork

We will begin preparing all of the preliminary paperwork to start filing the petitions for next season's H2b workers. We have been consulting with Workaway International and our immigration counsel to make sure that the applications are submitted at the earliest date possible. First step will be to submit for the Prevailing Wages which will be submitted within the next two weeks.

Project Search

The third year of our partnership with Unicorn Village has been successful. Given the challenges that were presented last year with Covid cutting the program short, we extended the curriculum for last year's participants; Aaron and Matthew. We are currently evaluating to see if we are able to be hire them in a full time functional capacity. We are also in discussions with Unicorn to determine if we will be able to have a skills assessment day this year. That normally takes place in April. We will have to determine a date for a graduation ceremony for the 2 students that will be completing their education in early June. We are all very excited about the opportunity to assist these young adults with their development and hope for a long lasting relationship.

401-k

The end of the year 401-k testing has been completed and submitted. We passed all areas of the test. We are working to schedule the onsite audit at this time. Overall, the Vanguard plan continues to be very well received by all staff members that participate and the deferral percentages continue to increase.

Staffing

The current number of employees is 657 this year compared to 814 last year. The drastically reduced number is due to Covid-19.

Ombudsman – David Shifrin

Nothing to report at this time.

Golf – Chuck Rosenblatt

Nothing to report other than that the Play for Pink raised $75,000 compared to $50,000 last year.

Mr. Winikoff recognized the Golf department for making the programs run smooth during these difficult times.

Adjournment

There being no further business to discuss, the meeting adjourned and the Board met in executive session at 12:30pm.