BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	May 27, 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:	July 12, 2021

Grievance Committee – Rick Chavis

Grievance 04-2021

Dr. Chavis presented the Report and Recommendation of the Grievance Committee in regards to a grievance complaint filed against a Member by another Member. The Members included were involved in a verbal and physical argument within a Village of the Community.

The Grievance Committee recommends the Member whom the grievance was filed against write a letter of apology to the Member who filed the grievance.

Motion: On a motion made by Dr. Edwards and seconded by Mr. Richard, the Board accepts the recommendation of the Grievance Committee with regards to Grievance 04-2021.

Grievance Appeal 02-2021

The Member involved joined the meeting with his wife to appeal. The member submitted letters of apology as required by the Boards ruling ahead of the appeal appearance. The Member requested that his suspension time be reduced.

Motion: After lengthy discussion, a motion made by Mr. Macher and seconded by Mr. Forman, the Board confirms the final ruling of a two year suspension.

Approval of Minutes

Motion: On a motion made by Mr. Richard and seconded by Mr. Rosenblatt, the minutes of the April 29, 2021 Board meeting are unanimously approved.

Chairman Report – Bob Winikoff

Mr. Winikoff discussed the role of a Committee Chair with a Department Head.

Mr. Winikoff reported on various Real Estate initiatives within the Community.

Joint Venture

The Welcome Center lease begins on June 1, 2021. The building will be renovated this summer with a goal to open by November 2021.

The Delinquent Member Sub-Committee will be meeting to review the second list of delinquent Members to be submitted to the Masters Association to begin the BWMA grievance process.

Joint Venture Sub-Committee Village Report – Phil Edwards

The Sub-Committee within the Joint Venture has formed with the focus on the on how the Joint Venture can help the Villages. Committee Members as follows: Phil Edwards, Frank Richard, Howard Liebman, Mark Haberman and Elaine Witlin. The Masters Association will call all Village Presidents to notify them of this initiative and let them know of the future meetings that will take place.

General Manager – Matthew Linderman

Financial Flash Report

For the period of May 1 through May 23, 2021:

Golf rounds are 1,584 greater than budget and reflect a positive revenue variance to budget.

Golf, Tennis and Boutique Retail are up from budget due to the easing of restrictions of the Covid-19 guest policy. The success of the Mother's Day Weekend Sale contributed to the strong May Retail revenues.

Fitness and Spa revenues greater than budget for the first time since the Covid-19 pandemic began.

All F&B outlets that are currently open are experiencing solid 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 continues to be successful with over 1,100 covers generating over $12,000 in revenue for the month of May.

Delinquent Dues, Foreclosures and Downgrades

There are currently 64 delinquent Members, 44 of whom have been delinquent for more than one year. Last year at this time, there were 62 delinquent Members, 36 of whom were delinquent for more than one year.

As of today, there have been seven foreclosures compared to three last year at this time.

As of May 23, 2021, Golf is down 80 players compared to down 16 players last year, and Tennis is down 13 players compared to down 15 players last year. There are 40 players who took the Pickleball Membership, which is up 13 from last year.

Covid-19 Guest Policy

The Club would like to lift the current Covid-19 guest restriction that is in place and again allow all guests to use all of the Club facilities effective June 4, 2021. Guests would not be required to show proof of vaccination to the Club. Non-vaccinated Members and Guests are required to continue to wear a mask while indoors at the Club.

Motion: On a motion made by Mr. Rosenblatt and seconded by Mrs. Banks, the Board unanimously approves lifting the current Covid-19 guest restrictions.

General Business

An award ceremony for Pam Elders will follow the Board Meeting. Pam received both the Chapter and Section Player Development awards from the Florida PGA.

Country Club renovations have commenced. Mr. D's has had a slight delay but will resume in June. Work on Golf Course 1 will begin next week.

The IT project continues to move forward. The wave of positive Covid-19 cases in India has impacted CSSI.

There is a State and Country wide staffing crisis. The hospitality industry has been effected the most with many employers offering a sign on bonus. We have made some rate adjustments to the Golf Course Maintenance pay rates to remain competitive within the market.

We have hired a new Director of Catering, Kaitlin Garske. She will begin her new position on June 7, 2021.

The High Holiday Services will not take place at the Club this year. In place we have reached out to B'nai Torah to stream their services to our Members.

There will be no golf reciprocal program this summer. A decision on Golf Leagues will be made in July.

We have partnered with Kopplin, Kuebler and Wallace recruiting firm in the search for the Assistant General Manager position.

The National Club Association has been instrumental in assisting Clubs on various issues, and was a great resource during Covid-19. They held their annual conference May 24 to 26 and Matthew Linderman attended.

Foundation Report – Pam Weinroth (written report provided)

The Foundation is proud to report a record-breaking $1.4 million so far has been granted to our charity partners by Boca West Children's Foundation, with $500,000 awarded this month in the latest round of grants.

The pandemic presented such a challenge to our charity partners as well as to the families they serve. The Boca West supporters rallied to help these charities resulting in our best year ever in terms of fundraising.

Nat King Cole Generation Hope has secured a venue to bring music camp to the children in June. The first week elementary aged students will undertake the string instruments and the second week high school students will be attending jazz band camp. Each week culminates with a performance on Friday.

Most recently, Place of Hope reached out to the Foundation as one of their vans used to transport the children had suffered irreparable failures. One of the Foundation's strong supporters donated $10,000 and the Foundation matched that with an additional $10,000.

In the Foundation's first attempt to secure funds from the State of Florida, hired lobbyist, Matthew Spritz. With a strong commitment to nonprofit funding, Matthew was able to secure $186,000 in state funds for KidSafe's human trafficking prevention program.

We are currently updating our website with more recent pictures and our newest initiatives.

Plans are already underway for next season. The Boca West 500 Golf Tournament will take place on November 1, 2021. Sponsorship opportunities will be available shortly.

We are extremely grateful to the members and staff of the Boca West County Club who supported the work we do. On behalf of those we serve, I say thank you.

Legal – Jerry Glassman

Rules and Regulation Update

The Club's Rules and Regulation is now a living document that will be updated as rule and policy changes are made.

Mr. Glassman proposed Section II A 2 of the rules to be replaced with Section II A 1a.

Motion: On a motion made by Mr. Glassman and seconded by Dr. Edwards, the Board approves and accepts the rule change as stated below.
Abstain: Mr. Macher and Mr. Kupperman

a. The Club expressly reserves the right to accept or reject any nomination for membership. All nominees for membership shall be required to consent to the Club's right to perform and conduct credit, criminal, civil litigation and such other background checks deemed necessary or advisable by the Board. Without limiting the generality of the foregoing, the following are examples of findings which may result in a nominee's rejection: (i) a conviction or plea of or no contest to a felony or one or more misdemeanors; (ii) evidence of dishonesty, fraud, corruption or excessive litigation; (iii) insolvency, bankruptcy or poor credit history; and (iv) expulsion from one or more country clubs. The examples cited in the preceding sentence are not intended to constitute a comprehensive or immutable list of factors considered by the Board. Excepting determinations on the basis of race, color, religion, gender or national origin, the Board shall have absolute and complete discretion in evaluating prospective members.

Motion: On a motion made by Mr. Glassman and seconded by Dr. Edwards, the Board unanimously approves and accepts Section II A 1b as stated below:

b. Prior to closing on the sale of an equity unit, the selling Member is required to: (i) obtain a written affirmation from the Chairperson of the Membership Committee confirming that the buyer's nomination for membership will be submitted to the Board of Governors for approval; and (ii) ensure that the contract for sale and purchase of the selling Member's unit includes a clause which expressly provides that obtaining such written affirmation from the Chairperson of the Membership Committee will be a condition precedent to closing. Any contract which does not conform to the foregoing requirement shall be deemed a non-bona fide offer to acquire the selling Member's unit.

<u>Strategic Planning – Steve Forman</u>

The Committees second meeting was held on May 6 with the focus of the discussion on SWOT analysis. There was productive dialogue which generated some good ideas.

<u>Finance Report – Bob Lerner</u>

Financial results for the month ended April 2021, before a negative $26,800 of timing differences, were $1,386,700 higher than budget. Non- operating items netted to a $251,600 negative variance, and operating results came in $1,638,300 ahead of budget.

The negative variance in Non-operating items represents the timing of Prorated Dues from New Members compared to budget.

Covid 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 $3.8 million of which $3.0 million is Food and Beverage.

Total cash as of April 30, 2021 was $9.3 million with no outstanding balance on the Line of Credit. As of April 30, 2020 total cash was $6.1 million which included $5.0 million outstanding on the line of credit. Cash balances, excluding borrowing, were $8.2 million higher than last year.

Special Projects – Phil Kupperman

Akoya

Akoya has 100 units sold and pending with only 13 units remaining with sales prices from $2 million to $4 million.

Renovator

To date the Renovator and Bulk Renovator Programs are at 191 acquisitions with 116 sales and an additional two pending. The purchase price versus the sold price has increased home values in the Community by over $19.75 million.

Bulk Renovator

The three Bulk Renovators have acquired a total of 16 units with one pending sale.

Communications – Jeanine Banks

Nothing to report at this time other than the update to the Member App allowing Members to make Fitness and Spa appointments.

Leadership – Frank Richard and Jeanine Banks

The second session was held on May 17. Howard Liebman and Matthew Linderman presented followed by a strong Q&A session with great interaction and participation. We are impressed with the quality of Members who are participating this year.

House and Activities – Joel Macher

Mr. Macher presented an RFA for approval.

Motion: On a motion made by Mr. Macher and seconded by Mr. Wolf, the Board unanimously approves RFA 1743 for the unbudgeted expense to upgrade the licensing and hosts for the Clubs Virtual environment.

Fitness and Aquatics – Charlie Wolf

Nothing to report at this time.

Retail – Bill Berkowitz

Nothing to report at this time.

Tennis and Pickleball – David Shifrin

Nothing to report at this time other than the Tavern tent will be coming down in the upcoming weeks.

Golf – Chuck Rosenblatt

The annual Super bowl tournament has been cancelled due to the NFL schedule conflicting with other events at the Club. In its place a new tournament will be held around Valentine's Day.

The March Madness tournament has also been cancelled but a Masters Tournament will be held in its place.

Membership – Phil Edwards

Motion: On a motion made by Dr. Edwards and seconded by Mrs. Banks, the Board unanimously approves the 32 new Memberships consisting of 25 new Members and seven new homes.

Membership Statistics

As of May 23, 2021 closed and pending sales to new Members were 197 compared to 108 last year, including 27 new members in Akoya this year compared to 12 in Akoya last year.

Membership Application Process

The Membership application process has been under review by the Board and the Professional Staff for some time and will now be known as the "Nomination Process". The process contains multiple components which includes a Candidate questionnaire, an interview with a Committee Chair, background check and successful nominees will be presented to the Board for approval.

Internal Transfers

Dr. Edwards recommends the 75 mile exclusion be removed from the Internal Transfer to allow the membership to be transferred without the need of paying a new joining fee; in place the Member would qualify for an Internal Transfer.

Motion: On a motion made by Mr. Macher and seconded by Ms. Hoffman the Board approves to remove the 75 mile rule exclusion from the Internal Transfer effective June 1, 2021.
Lerner abstain

HR – Bob Schwartz

H2B Update

We have received the Prevailing Wage Statement from the Department of Labor which is needed before we can proceed with the H2B application process. There are a number of pay increases that may have a significant increase in the petitions with the highest number of employees. All of the necessary information is being prepared to send to the Immigration Attorney's office to start the H2B application process. To date, the attorney is saying that we should receive all of the approvals as we have in the past.

Employee Apartments and Transportation

We have five Manager in Development Interns in the housing this summer and they all have their own transportation. Housing is a major concern for the next season as we are competing with many people that have recently move to Florida. We are trying to secure as many three bedroom apartment as we can because they are the most economical. Our staffing numbers should be similar to the 2019 – 2020 season.

Recruitment

We are promoting the Top Workplace awards in all ads in the hopes that it will attract more employees. We have still been receiving referrals as well. We will closely monitor to see if there are any recommendations needed to increase the staffing.

The recruiting trip to South Africa has been finalized; traveling at the end of July and returning the first week of August. We will be hiring rehires from Europe. We anticipate a high return rate for next season.

Staffing

The current number of employees is 636 vs. 398 last year. This number is considerably higher because of the Covid-19 pandemic which forced us to close and send all H2B staff home and reduce the domestic seasonal and part time staff members last year.

Ombudsman – David Shifrin

Nothing to report at this time.

BWMA – Charlie Wolf

The Master Association had its Board meeting yesterday. The Board of Directors voted and unanimously ruled in favor that residents are no longer required to provide proof of insurance for golf carts to the Master Association.

Adjournment

There being no further business to discuss, the meeting adjourned to executive session at 1:15pm.