BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	October 21, 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:	November 19, 2021

Approval of Minutes:

Motion: On a motion made by Dr. Edwards and seconded by Mr. Macher, the minutes of the September 23, 2021 Board minutes are unanimously approved.

Grievance Appeal Consideration 03-2021

Mr. Kupperman and Mr. Schwartz recused themselves from the grievance.

Mr. Winikoff reviewed the details of the grievance.

Motion: On a motion made by Mr. Richard and seconded by Mr. Rosenblatt, the Board agrees to reduce the suspension for the Member involved in Grievance 03-2021 with an updated end date of December 31, 2021. The Members Club privileges are to be reinstated on January 1, 2022 and any future reported incidents at the Club will result in the suspension to be reinstated.
Abstain: Mr. Kupperman and Mr. Schwartz

Chairman's Report – Bob Winikoff

Golf Course Update

There has been an improvement in the Golf Course conditions over the last month. Mr. Winikoff recognized Wes Dinsmoor and his Staff for their efforts in improving the Golf Course conditions. Positive feedback on the improvement has been received from the Membership.

As the Club makes improvements to the buildings, the Board and Management are reviewing a need to invest in remediating and upgrading our Golf Courses.

Mr. Winikoff, Mr. Rosenblatt, Matthew Linderman, JR Friend and Wes Dinsmoor made a trip to Naples to review courses designed by a team of Golf Course Architects the Club is interviewing. A second trip to Naples has been scheduled to review two additional Golf Courses designed by another team of Golf Course Architects.

Joint Venture

The Delinquency program has been successful. To date there have been 15 remediations.

Covid-19

The Board and Management continues to monitor the local infection rate closely. Current CDC guidelines recommends masks are to be worn in doors.

Board Member and Committee Member orientation

Through the Leadership Program a small task force has been put in place to review.

Master Plan

The Master Plan was presented and reviewed.

The Master Plan takes into account the Risk Assessment for planning in the future. Prioritization is required on a regular basis. Important for the Board to be involved in what the priorities should be and for the Professional Staff to execute. The Master Plan will change over monthly and annually due to various variables such as resources and Global influences.

General Managers Report – Matthew Linderman

Platinum Clubs of the World announced the Clubs rankings. Boca West Country Club is ranked number 14, which is up from our previous ranking of 15. Boca West is also the number one Residential Club.

Financial Flash Report

For the period of October 1 through October 17, 2021.

Golf rounds are 643 greater than budget due to more member play; however, revenue is slightly below budget.

Golf and Tennis Retail are experiencing a strong October with revenues in both clothing and equipment greater than budget. The Boutique is slightly behind expectations. Inventory levels continue to be lower than expected due to supply chain issues with the manufacturers.

Fitness and Spa are ahead of budget.

Food and Beverage October revenues are $15,000 lower than budget and covers are 368 lower than budget. The variance in October revenues are due to Catering, attendance for the JAFCO event was less than expected. Revenues presented does not include the Boca Raton Regional Hospital Foundation event for $90,000.

Delinquent Dues, Foreclosures and Downgrades

There are currently 126 delinquent Members, 39 of those have been delinquent for more than one year. Last year at this time, there were 176 delinquent Members and 55 of those were delinquent for more than one year.

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

As of October 19, 2021 golf is down 118 players compared to down 279 players last year and tennis is down 3 players compared to down 21 players last year. There are 59 players who took the Pickleball Membership which is up 19 from last year.

Stay and Play Update

Work on the three condo's the Club acquired in Clubside. The goal is for these condo's to be ready by November 18; however, permit delays may push this date back.

Welcome Center

Work is progressing on the Welcome Center however the contractors are waiting on permits to move forward. The work on landscaping will begin in next two weeks. The goal is to have Boca West Realty and Membership move at the beginning of December.

Construction Update

The landscaping around Mr. D's has begun. The contractor still has a decent amount of work to complete. Fixture and Furnishings installation has been completed.

The Country club opening continues to be pushed back due to deliverable delays.

Phase one of construction at the Sports Center is underway. Fencing is going up. We are finalizing golf cart parking and an email will be sent out to the Membership.

An herb garden for the Prime Cut kitchen is being built underneath the Grand Central terrace.

Course three bridge has been completed. Lighting and landscaping will be installed in the upcoming days.

Human Resources

Staffing and visas has been a moving target. Hopeful to have all International in-country returners here by November 2. The Romanian staff have received their visa approvals and are flying on October 27, they are not affected by the travel ban

The overseas Travel Ban will be lifted on November 8.

General Business

Rogers Roadhouse reopened today and Roadside Craving will reopen November 2 for lunch.

Discovery meetings have begun for UKG, our HR and Payroll program, a timeline will be defined. We are working towards a POS component and will run parallel systems in Prime Cut later this season.

Members that pay trail fees will have a sticker mailed out from Membership. A letter will included with a reminder to Members with golf carts that they are required to maintain liability insurance. Rules and Regulations will be updated in this regard.

Foundation Report – Pam Weinroth (written report provided)

On November 1 over 400 golfers will enjoy the renewal of the 9th Annual Boca West Foundation $100,000 Golf Challenge to feed, clothe, educate and make safe 9,000 kids. Brunch, hats, sleeves of balls, goody bag, golf shirts, $150 gift certificate to shop in the Callaway gift catalog, round of golf, Super Bowl Raffle tickets, $2,500 duck drop, Exotic Car hole-in-one, drinks & food on the course, cocktail party, dinner, live auction, and some wonderful surprises attached to our theme this year…the Boca West 500. 30 children's charities will be sharing the proceeds from the event.

In an effort to keep everyone safe, we are asking that all volunteers, players and their guests each must produce a Covid-19 vaccination card or a negative Covid test taken no more than 72 hours prior to arriving at Boca West Country Club. There will be an outdoor check in of those documents prior to you going into the building to register.

For the golfers not attending the Brunch inside Clubhouse, we will have an outdoor registration on the driving range which will include a breakfast box and a sitting area. For those not attending the Cocktail Party, they receive a hors d'oeuvres box and a bottle of wine to take home.

Our Annual Appeal letter has been delivered to each Member of the Boca West Country Club and the reception has been extremely positive. Many Boca West members are also participating in our 2021-22 Raffle Program. Grand prize is two tickets to the 56th Annual Super Bowl in Los Angeles with air and hotel.

We are off to a great start of our 12th year. Looking forward to updating you on all our all upcoming events and programs.

Legal – Jerry Glassman

The Pinelake Community Association recently amended their Master Declaration documents preventing corporations from taking titles to units within the Pinelake community. This amendment change effects the Club's renovators and Bulk renovators.

Mr. Glassman provided an update on the Good Old Days litigation.

Finance – Bob Lerner

Total cash as of September 30, 2021 was $41.7 million compared to $31.7 million for the previous year. Approximately $4.5 million is from Joining Fees from new Members and $4.5 million is from Dues payments.

Fiscal year ending September 30, 2021 reported record sales to new members. Net joining fees from new Members totaled $12,372,400 or 252 new members compared to $7,880,000 or 162 new members last year. Projections for the Cash Flow Model in support of our financing was based on 119 new members or $5,537,000.

The number of Members who did not pay their Dues has significantly declined. Fiscal year 2020/21 ended with 36 unpaid Members including 29 unpaid Members from previous years compared fiscal year 2019/20 with 58 unpaid members including 35 from previous years.

Strategic Planning – Steve Forman

The committee was divided into five groups, each group with a different focus. Each group will present its recommendation at future Committee meetings. This past Committee meeting, the group reviewing Governance presented recommendations.

Audit – Steve Forman

Club Financial statements are in the audit process. RSM presented the audit plan and the results will be presented at the December Board meeting.

The Audit on the Club's 401K plan has been completed.

Special Projects – Phil Kupperman

Akoya

Akoya has 101 units sold and pending with 12 units still available.

Renovator

To date the Renovator Program is at 176 total acquisitions.

Bulk Renovator

The five Bulk Renovators have acquired a total of 26 units and 5 pending with four sold and six pending.

Combination of units

At the June 2019 Board Meeting, the Board approved a resolution regarding "combining units". This resolution allows the Club to charge the joining fee up front for both units and then refund the difference, joining fee less 40%, after the unit has been combined and is approved. To date the Club has had only one Member with an approved combined unit. The Membership Department has received four applications for existing Members to purchase the unit above or next to them to combine with their current unit.

Motion: On a motion made by Mr. Kupperman and seconded by Mr. Macher, the Board unanimously approves the Board Chairman, Special Projects Committee Chairman and Management the authority to approve combining units for the four applications received by the Membership office.

Leadership Program – Frank Richard and Jeanine Banks

Session 3 of the Leadership Program was held yesterday. The subject included Governance and an introducing of the Master Association and the Joint Venture. This was a very robust session and was well received and the session ended with active and engaged questions and answers.

Nominating Committee – Joel Macher

The Committee has received a number of resumes for the Board election and will be meeting in November to review and interview candidates.

JV Villages Sub-Committee – Phil Edwards

The Club and Master Association held four roundtable meetings with Village presidents and representatives. The meetings were successful and well received by the Villages. The following are highlights from the proposal submitted by the Village Sub-Committee:

A Vendor list to be created by the Master Association and made available to all Villages

1. Provide an expert in Document reviews
2. Provide Board certification workshops to all villages
3. Provide an expert in Reserve studies
4. Provide an expert in improving Community curb appeal
5. Aid in facilitating like Villages, who have shown interest, in working together on best practices, common interests and shared challenges
6. Provide an expert on how to finance community improvements

Membership – Phil Edwards

Motion: On a motion made by Dr. Edwards and seconded by Ms. Hoffman, the Board unanimously approves the 28 new Memberships presented to the Board.

Membership Statistics

As of October 19, 2021 closed and pending sales to new Members were 58 compared to 27 last year, including one new Member in Akoya this year compared to one in Akoya last year.

Board Approval needed

Motion: On a motion made by Dr. Edwards and seconded by Mrs. Banks, the Board unanimously approves the 75-mile rule request made. Affidavits have been signed that states they will not be renting their Boca West unit and have requested Membership other than limited social.

Dr. Edwards reported there is a request for the approval of a six month extension to hold the equity refund for a Member while they seek a new residence within Boca West.

Motion: On a motion made by Dr. Edwards and seconded by Mr. Forman, the Board unanimously approves the six month extension.

Communication and Marketing – Jeanine Banks

Nothing to report in addition to the minutes already published.

Tennis and Pickleball – David Shifrin

Nothing to report in addition to the minutes already published.

Golf Operations – Chuck Rosenblatt

Nothing to report in addition to the minutes already published other than the Boca Raton Regional Hospital Foundation tournament was a success.

House & Activities – Joel Macher

Nothing to report in addition to the minutes already published.

Fitness/Aquatics – Charlie Wolf

Nothing to report in addition to the minutes already published.

Retail – Bill Berkowitz

Nothing to report in addition to the minutes already published.

Human Resources – Bob Schwartz

International Hiring & Flights

The total number of H2B employees hired this year, if all are approved at the consulates, is 331 which includes 182 rehires for a 55% return rate.

Recruitment

We continue to recruit locally for a number of positions. The Payroll & Benefits Administrator in Human Resources has resigned. We are in the process of and will hire a full time Talent and Culture Coordinator as a replacement.

The Job Fair at FSU was very successful and will be making job offers to 13 students for the Club's Hospitality Management Internship.

Health Insurance Renewals

Blue Cross Blue Shield will submit a proposal in November for the insurance renewal effective January 1, 2022.

Vaccinations

The Palm Beach County Department of Health will be on property for a third educational seminar on the Covid-19 vaccine on November 10. They will offer the vaccine to our staff as well.

401-k and 457(b) Plan

The 2020 5500 form has been filed for the 401k plan.

The 457(b) plan documents are being finalized and a group meeting has been scheduled for October 29 with the Department Heads to review and conduct sign-up for this new plan.

Top Workplaces USA Survey

The independent survey will begin in two weeks with the winners to be announced in January for the 2022 year.

Staffing

The current number of employees is 463 this year compared to 475 last year at the same time.

Ombudsman – David Shifrin

Nothing to report at this time.

BWMA – Charlie Wolf

Nothing to report at this time.

Unscheduled Topics

No unscheduled topics were discussed.

Adjournment

There being no further business to discuss, the meeting adjourned to executive session at 12:45pm.