BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	December 16, 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, R. Chavis
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Bob Winikoff
ISSUE DATE:	January 28, 2022

Grievance Appeal

Grievance 07-2021 Appeal

The Member involved in the grievance appeared before the Board with her husband to appeal the final decision of the Board. The Member thanked the Board for the opportunity to appeal the decision and read a prepared statement. The Member disagrees with the basis of the grievance and requests that the Board reconsider their decision and end the suspension.

The Member and her husband were excused and the Board discussed the Member's appeal.

Motion: On a motion made by Mr. Glassman and seconded by Mr. Winikoff, the Board agreed to reduce the suspension period to a two week period effective January 4, 2022 and appropriate letters of apology be sent to the My Pi staff, Matthew Linderman, General Manager and the Board of Governors.

Grievance 08-2021 Appeal

The Member involved in the grievance appeared before the Board with her husband to appeal the final decision of the Board. The Member thanked the Board for the opportunity to appeal the decision and read a prepared statement. The Member disagrees with the statements made in the grievance and requests that the Board reconsider their decision and end the suspension.

The Member and her husband were excused and the Board discussed the Member's appeal.

Motion: On a motion made by Mr. Glassman and seconded by Mr. Kupperman, the Board unanimously agreed to reaffirm the Grievance Committee recommendation and reduce the suspension to a six month period effective January 4, 2022 and appropriate letters of apology be sent to the My Pi staff, Matthew Linderman, General Manager and the Board of Governors.

Approval of Minutes

Motion: On a motion made by Mr. Macher and seconded by Dr. Edwards, the minutes of the November 18, 2021 Board meeting were approved.

Chairman Report – Bob Winikoff

JV report

The Village Subcommittee is doing an outstanding job offering invaluable resources to the Village presidents and representatives.

Brad Baecht has resigned as Executive Director of the Master Association. His last day will be December 31, 2021.

Lemi Realty units have been sold or acquired by renovators.

Nominating Committee

Mr. Rosenblatt reported that on May 19, 2020, this Board adopted a Standard Operating Procedure for the Nominating Committee which was passed unanimously. Directly after the Standard Operating Procedure was adopted, a motion was made to require the three Board Members selected to serve on the Nominating Committee to commit that they will not run for Chairman in the forthcoming year. The Motion that was made after the Standard Operating Procedure was adopted did not take into consideration that circumstances could change over the summer thereby making the commitment premature. I therefore move that the Board members are relieved from the commitment, provided they resign from the Nominating Committee before the Nominating Committee takes the vote to select the candidates for nomination.

Motion: On a motion made by Mr. Rosenblatt and seconded by Mrs. Banks, the Board agrees that the Board Members are relieved from the commitment, provided they resign from the Nominating Committee before the Nominating Committee takes the vote to select the candidates for nomination.

Mr. Macher recused himself from the Board vote.

Mr. Winikoff reported that Phil Edwards has resigned from the 2021/22 Nominating Committee confirms no replacement for Phil Edwards for the 2021/22 Nominating Committee.

Membership Briefing

The Membership Briefing will be held in the Cypress Room at 3pm today. Mr. Winikoff updated the Board on the format and Agenda for the Membership Briefing.

General Manager Report – Matthew Linderman

Financial Flash Report

For the period of December 1 through December 12, 2021

Golf rounds and revenue are currently down from budget due to timing of budget, but are expected to greatly increase in the latter part of the month due to the Members family and guests arriving for the holiday season. Golf operations and rounds are up from last year.

Golf retail and equipment revenue is ahead of budget for the month of December and we anticipate this trend to continue as more Guests arrive for the holidays.

Fitness and Spa revenues are behind budget, however, we anticipate this to improve as more Members and Guests start arriving for the holidays.

Food and Beverage revenues are currently lower than budget, however, we anticipate this to change as Members and Guests start arriving for the holidays. Panache average check amount is currently higher than budget due to only being open for dinner service.

Delinquent Dues, Foreclosures and Downgrades

There are currently 67 delinquent Members and 36 of those have been delinquent for more than one year. Last year at this time, there were 102 delinquent Members and 46 of those were delinquent for more than one year.

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

As of December 14, 2021, Golf is up 218 players compared to down 159 players last year. We currently have 1,839 Golf Members: we have not seen these levels since fiscal year 2011/12. Tennis is down zero players compared to down 26 players last year. There are 60 players who took the Pickleball Membership which is up 19 from last year.

Human Resources

Workaway International, our overseas staffing agency, continues to work on getting the remaining International employees here. Their goal is to have all staff here by mid-January.

We will begin weekly Covid-19 testing onsite for unvaccinated staff in first week of January 2022.

We were awarded Top Workplace USA 2021 for the third consecutive year. This award is based solely on employee feedback from an employee survey administered by Energage, a third party survey company.

The Club budgeted for an 8% increase for employee insurance. After negotiations, Blue Cross Blue Shield approved an increase of 6.5%.

Club Improvement Program

We had a Webex meeting with County officials yesterday regarding the permitting process for the Sports Complex. It was a positive conversation, and we as well as the County officials feel confident that there should be minimal issues in the approval process.

Holiday Dining

We have created a version of Rogers Roadhouse that will be stationed at My Pi On the Rocks during the busy holiday weeks. The intent is to alleviate the volume at Splash Poolbar and will feature a poolside barbeque. The team is getting creative to pull off a busy holiday season.

Sunday Brunch will be moving back to Panache.

Joint Venture

The Delinquent Member initiative through the Master Association has proven to be successful. To date, we have 18 units sold or turned to renovators, and five delinquent Members have paid in full.

The Club currently has 36 Lessees with privileges and 23 of those are on their second year.

Covid-19

We have moved back to two in a cart. This change is due to the increase in Golf rounds and the limited number of Golf Carts that are available. The Club has secured an additional 35 carts and await their arrival.

Foundation Report – Pam Weinroth (written report provided)

The Boca West Children's Foundation enters its 11th year having distributed over $14,000,000 to over 30 charities to help feed, clothe, educate and make safe those children in our county who are of the highest risk. With help from club members and staff, we have made a tremendous difference in their lives. The projects we have planned for the spring will continue to raise funds to keep our projects going and to aid these very special kids and their families.

The Foundation hosted its first annual "Walk the Walk" as part of the Palm Beach Marathon weekend. The walk took place along the beautiful West Palm Beach Waterfront near Meyers Amphitheater and raised over $250,000. The festive atmosphere featured activities for the entire family with food, games, children's activities, and much more. We were excited to partner with the Palm Beach Marathon for an amazing weekend of running, walking, and festivities.

On Saturday, the Boys and Girls Club Holiday Shopping and Pancake Breakfast Event will take place at Old Navy and culminate at the Club in the tent for breakfast. There will be over 100 volunteers assisting 250 kids in receiving new clothes, holiday gifts and a harvest basket.

On January 13, 2022 we will announce the winner of the Los Angeles Super Bowl raffle. It looks like this will be the most successful one ever.

Over the past few years our Annual Diaper Drive we have increased the amount we were able to deliver to those moms on limited income from 10,000 to 25,000 to 50,000 and last year to over 100,000 diapers. We will have our one-day event on February 15, 2022 and our hope is to deliver more diapers than ever.

Our Bikes for Tikes program has been so successful we are now making it a yearlong program. Over 1,000 bikes have been delivered to deserving kids who otherwise could never enjoy such a special gift.

Monday, April 4, 2022 has been designated for our 2022 Golf Challenge, Brunch, Cocktail Party and Live Auction.

Legal Report – Jerry Glassman

A contract and protocol for combining units has been created by In-House counsel and is under review.

Finance Report – Bob Lerner

Financial results for the month ended October 2021, before $94,800 of timing differences, were $1,078,000 higher than budget. Non- operating items netted to a $96,000 negative variance, and operating results came in $1,174,000 ahead of budget. Almost sixty percent of this savings is due to the delay of our International Staff.

Non-operating items include Dues related to the number of non- paying members being in excess of the numbers anticipated in the budget and timing of Prorated Dues from new members.

Covid continues to impact Staffing for both Domestic and International Employees. Staffing levels in several departments are down as the Hospitality Industry continues to see employees leaving the industry and workers demanding higher wages

Total cash as of November 30, 2021 was $34.4 million with no outstanding balance on the Line of Credit. As of November 30, 2020 total cash was $26.6 million with no outstanding balance on the Line of Credit.

Motion: On a motion made by Mr. Lerner and seconded by Mr. Macher, the Board unanimously approves the transfer of $1,414,324 from the Operating Fund to the Board Discretionary Fund leaving $1,000,000 in the Operating Fund as has been the Club's annual practice.

Strategic Planning – Steve Forman

The Committee has been broken into five sub-committees and each month a sub-committee reports back at the monthly meeting.

Dr. Edwards gave an in-depth overview and report on the recommendations and finding of the Membership sub- committee.

Mrs. Banks and Mr. Wolf gave an in-depth overview and report on the recommendations and finding of the Communications, Human Resources and IT sub-committee.

The final report of the Strategic Committee shall be forthcoming.

Audit Committee – Steve Forman

The Committee and Club representatives met with RSM to receive the results for the annual audit for fiscal year end 2020/21. RSM rendered the Club with a clean opinion on the financial statements of the Club and the results of the audit reported issues. No adjustments were recommended.

RSM made three recommendations for best practices: that Anti-fraud training be provided to Management Staff, major vendors be reminded of gift policy of employees, and the IT system periodically be tested for disaster recovery of the financial system.

Steve Forman commended the work of Kathy Campbell, Chief Financial Officer; Kris Nielson, Controller and the Accounting staff.

Special Projects – Phil Kupperman

Akoya

Akoya has 102 units sold with two pending, with nine units remaining to be sold.

Renovator

To date the Renovator Program is at 181 acquisitions. Total increase in Market Value to date is now $24.4 million.

Bulk Renovator

The Five Bulk Renovators have acquired a total of 33 units and 17 pending. To date nine units have been sold with three pending, increasing Market Value by $1.9 million.

Leadership Program – Frank Richard and Jeanine Banks

Nothing new to report on since last month. The December session of the Leadership Program was postponed and an additional date was added in March.

Nominating Committee – Joel Macher

Mr. Macher reported that the Nominating Committee has presented a slate of five candidates: Arthur Adler, Enid Hoffman, Bob Lerner, Steven Roth and Jonathan Schraub.

Motion: On a motion made by Mr. Macher and seconded by Mr. Wolf the Board unanimously accepts the candidates presented to the Board for the 2022/23 Board election.

JV Sub Committee – Phil Edwards

The Sub-committee held several round tables in October. The initiative has been well received by the Villages. An Insurance seminar is scheduled for January 2022.

Membership – Phil Edwards

Motion: On a motion made by Dr. Edwards and seconded by Mr. Schwartz, the Board unanimously approves the 10 new Memberships presented to the Board.

Membership Statistics

As of November, 2021 closed and pending sales to new Members were 82 compared to 43 last year including two new Members in Akoya this year compared to six in Akoya last year.

Board Approval needed

Dr. Edwards reported that 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 Mrs. Banks, the Board unanimously approves the six month extension.

Communications and Marketing – Jeanine Banks

The Communications department has created a Zoom booklet that details how to use Zoom along with tips and tricks. The booklet is also available online on the Member website.

Tennis and Pickleball – David Shifrin

Nothing to report other than that Tennis and Pickleball activity remains busy.

Golf – Chuck Rosenblatt

As previously reported the Club is transitioning to two people per cart and the Golf department will be adjusting tee times.

House & Activities – Joel Macher

Nothing to report in addition to the minutes already published.

Fitness and Aquatics – Charlie Wolf

Nothing to report in addition to the minutes already published.

Bill Berkowitz – Retail

Nothing to report other than that the Club was awarded the AGM Platinum Award for 2022, this is the third consecutive year we are receiving this award.

Human Resources – Robert Schwartz

International Hiring & Flights

We are still working closely with Bill Mayville from Workaway International and Lois Frankel's office to come up with a plan to allow our H2b employees to start processing through the consulates. We have 60 that are still in South Africa that need to be approved. As of today, we have 186 employees here. The maximum number of H2b staff members we will have this season will be 310 rather than the 350 requested although it is expected that some might withdraw before we receive approvals from the consulates. All international H2b employees have their vaccines, obtain their negative Covid test within 24 hours prior to their flight and then take another Covid test prior to starting work.

Recruitment

We are currently recruiting for positions in Golf Course Maintenance, Fitness, Aquatics & Spa, Server Assistant, Server, Hostess, Housekeeper, Porter, Pressure Cleaner, and Line Cook positions.

401-k Plan

We are getting ready to finalize the year and get a summary from Vanguard on how the plan performed during the 2021 calendar year.

Boca West Holiday Party

Unfortunately in this time of social distancing and because of the reduced numbers of staff, we were unable to host the Holiday party as well as the Welcome Back Pep Rally this season. We are in the process of re-scheduling a family get together for March or April.

Employee Apartments & Bus Transportation

Our employees are spread across 8 apartment complexes. It has been very challenging as inventory is limited and rent prices are extremely high. We will continue to evaluate and work with the departments scheduling to try to maintain the safety of all employees being transported.

Staffing

The current number of employees is 635 compared to 594 in 2020 and 848 in 2019 at the same time. The large decrease is due to not receiving H2b approvals and the difficulty hiring and retaining staff from the domestic market.

Ombudsman – David Shifrin

Nothing to report at this time.

BWMA – Charlie Wolf

Nothing to report at this time as the Master Association did not hold a December meeting.

Unscheduled Topics

No unscheduled topics to discuss

Adjournment

There being no further business to discuss, the meeting adjourned to executive session at 12:20pm.