BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	May 19, 2022
MEMBERS PRESENT:	P. Edwards, J. Banks, C. Rosenblatt, F. Richard, A. Adler, B. Berkowitz, J. Glassman, P. Kupperman, B. Lerner, J. Schraub, R. Schwartz, D. Shifrin, C. Wolf, B. Winikoff (ex-officio)
MEMBERS ABSENT:	S. Roth (with notice)
PARTICIPANTS:	M. Linderman, K. Campbell, L. Stefaniw, E. Winikoff (Grievance)
ISSUE DATE:	July 18, 2022

Grievance – Enid Winikoff

Grievance Appeal 04-2022
The Member involved in the grievance appeared before the Board to appeal the final decision of the Board. The Member thanked the Board for the opportunity to appeal the decision and gave a statement. The Member was excused and the Board discussed the Member's appeal in depth.

Motion: On a motion made by Mr. Wolf and seconded by Mr. Schraub, the Board agrees to reduce the suspension period to six months including time served, followed by a two year probation. Appropriate letters of apology to the Board of Governors, Matthew Linderman, General Manager and the Prime Cut Staff have been received by the Club's Executive Office.

Approval of Minutes

Motion: On a motion made by Mrs. Banks and seconded by Mr. Rosenblatt, the minutes of the April 21, 2022 Board meeting were approved.

Chairman's Report – Phil Edwards

Board Retreat

The Board Retreat has been scheduled for May 26 at The Ray Hotel in Delray Beach. Two guest speakers have been scheduled in addition to a presentation by Matthew Linderman. The focus of the retreat is on short term and long term master planning as well as Board team building.

Covid-19 Update

A joint statement from Elaine Wittlin, President of the Master Association and Dr. Edwards was sent out in regards to the suspension of publishing names of Covid-19 positive test results. The Club and Master Association has received favorable reaction to this announcement. Both the Master Association and Club agrees to reinstate if needed

Gold Card Guest Incident

Pursuant to Section 10.02 of the Bylaws, the President and General Manager issued an emergency suspension for the Gold Card Member involved in an incident in Prime Cut.

Motion: On a motion made by Mr. Schraub and seconded by Mrs. Banks, the Board approves and accepts the resolution as stated below:

Made this 19th day of May, 2022 at a regularly scheduled meeting of the Board of Governors.

WHEREAS, A Gold Card holder, while a guest of another Member on May 6, 2022, in Prime Cut engaged in improper conduct likely to endanger the health, welfare, safety, harmony or good reputation of the Club for which he was asked to leave the premises by the General Manager, and

WHEREAS, on the night in question, the holder of a Gold Card sponsored by their Parent, who was immediately contacted by the General Manager and pursuant to the Rules was requested to surrender the offspring's Gold Card and was further advised that the offspring was ordered off the Club property, where the offspring remains barred to this day. and

WHEREAS, the General Manager's action is subject to approval of the Board of Governors, and in addition to approval, under Rule III, D, 1, "Should the Board, in their sole discretion determine that a Guest of a Member has engaged in conduct which violates the Bylaws, Rules, is otherwise deemed improper or conduct that is likely to endanger the health, welfare, safety or good reputation of the Club, or its Members, shall by vote as determined by the Board, be subject to the suspension of their guest privileges including but not limited to a lifetime suspension".

WHEREAS, the Board of Governors having had the opportunity to consider all options available to the CLUB with respect to the Gold Card Guest because they are not a Member of the CLUB and pursuant to the authority set forth in the CLUB's Bylaws and Rules and Regulations concludes that it would be in the best interests of CLUB to continue to bar the Gold Card Guest from the CLUB.

NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

1. The following conditions shall take effect immediately and shall continue in full force for a period of two (2) year until May 18, 2024.

2. The Gold Card Guest shall not be permitted to become a Member and/or in any way enter and/or use CLUB facilities. Moreover, the Gold Card Guest shall not be permitted to participate in any activities of the CLUB as a guest of another Member, Staff, Management or any person or entity that contracts to use the CLUB's facilities (i.e. outside affairs).

3. The Gold Card Guest or any person or any entity (including but not limited to a Trust, Land Trust, Corporation, Partnership, Limited Partnership and Limited Liability Company) owned or affiliated with the Gold Card Guest or one of his entities shall not purchase property in the Boca West Community and/or apply for membership in the CLUB, or designate the Gold Card Guest as a "Designated User".

4. Subsequent to May 18, 2024, the Board of Governors may be petitioned by David Lewis for the reinstatement of David's Gold Card. Granting reinstatement is at the discretion of the Board.

5. Management is hereby authorized to take all necessary steps to implement the terms of this RESOLUTION, including the "posting" of this RESOLUTION in accordance with Article X, Section 10.02, Paragraph C of the CLUB's Bylaws.

Golf Course Construction Project

Golf Course Architects Dana Fry and Jason Straka were on property this week to look at the Courses and Bunkers in detail.

Joint Venture

The last meeting was cancelled, it will be rescheduled for early June.

Grievance 03-2020

Dr. Edwards reported the Member involved in grievance 03-2020 has reached out in regards to the end of the Member's suspension. The Member has satisfied all requirements stated in the Board's final ruling.

Motion: On a motion made by Mr. Kupperman and seconded by Mr. Lerner, the Board approves the end of the Members suspension. Any future violations of Bylaw Section 10.02 will result in immediate suspension.

Standing Committee SOP

The final Standing Committee SOP's are in the process of being finalizing. This will be a living document for future Boards and Committees.

<u>General Managers Report – Matthew Linderman</u>

Financial Flash Report

For the period of May 1 through May 15, 2022.

Golf Operations is experiencing a really strong May with revenues and rounds significantly up from budget and last year.

Golf retail and equipment revenues is ahead of budget for the month of May. The Mother's Day sale was very successful.

Fitness and Spa revenues are significantly up from last year and budget, especially in massages and facial treatments which is a positive sign moving forward.

Food and Beverage revenues and covers are ahead of budget.

Catering revenues are ahead of budget mainly due to unbudgeted events as well as an increase in covers for the events that were budgeted in May.

Delinquents Dues, Foreclosures and Downgrades

There are currently 34 delinquent Members and 29 of those have been delinquent for more than one year. Last year at this time, there were 64 delinquent Members and 44 of those were from previous years.

As of today, there has been one foreclosed unit compared to seven at this time last year.

As of May 17, 2022 Golf is up 261 players compared to down 76 players last year. We currently have 1,882 Golf Members: we have not seen these levels since fiscal year 2011/12. Tennis is up two players compared to down 13 players last year. There are 66 Pickleball Members which is up 25 from last year.

Welcome Center

The Welcome Center is very close to completion. Furniture is scheduled to be delivered next week barring any unforeseen delays. We are in the process of finalizing a date for Boca West Realty to move in, we are hopeful for end of the month.

Anti-Fraud Training

The Anti-fraud training that was recommended by RSM in the results of the annual audit for fiscal year end 2020/21 was conducted. RSM facilitated the training with 50 managers in attendance.

Sports Center Construction

We have received the permits for the pools and they will start pouring concrete. T&G are moving full speed ahead. We are reviewing opening dates and a potential staggered opening.

We are still waiting for some permits for other areas of the building.

Human Resources

Peter Raimondi, newly hired Director of Food and Beverage was introduced to the Board.

John Joyce will receive the USPTA Florida Division Lifetime Achievement Award at the annual conference on June 4.

With the expansion of Club and the Food and Beverage operations with the Sports Center Renovations, Chef Roger Brock has been promoted to Director of Culinary. We have extended an offer to Paul Griffin as Executive Chef. He has accepted and he will start on June 30. Additionally, Chef Matthew Fasekas has been promoted to Club Chef; Chef Jeffrey Terrentief and Chef Brandon Camacho have been promoted to Executive Sous Chefs.

Chef Roger Brock was the featured chef at one of five intimate Vintner Dinners as part of Boca Bacchanal, benefiting the Boca Raton Historical Society & Schmidt Family Museum. The dinners took place in private homes around the city on the evening of Friday, May 6. Chef Roger was paired with St. Francis Winery & Vineyards – Katie Madigan and served dinner to an intimate gathering of 40 guests at the home of Irina and Francis Feeney on Silver Palm Drive in Boca Raton.

Boca West Academy is kicking off with the Interns arriving from many Hospitality Schools around the Country.

Our Human Resources department continues to hire locally.

Sustainability Study

As previously reported we hired TLC to conduct a study of our operations. Our normal operating practice and process across the Club are already very good and the results show that Boca West is the third highest in country.

Summer Events and Activities

Our Food and Beverage and Activities departments have many events and activities planned for this summer; Bus Trips, DJ nights and Sushi Socials in the Living Room and Prime Cut lounges. The June/ July magazine issue will highlight these activities and more.

Tavern on the Court

The tent structure be coming down this week. It will not be making a return next season.

Foundation Report – Pamela Weinroth (written report provided)

The Boca West Children's Foundation hit a significant milestone this year. The total of all monies, goods and services distributed to our charity partners, i.e. discretionary grants, golf winnings, raffle ticket sales, bicycles, bike helmets, swim goggles, Snuggies and donor directed grants exceeded $2 million.

Although we have had a great year, and the bar keeps rising, the number of kids who need our assistance, unfortunately, keeps rising as well.

One of our newer charities, Roots and Wings, whose mission is to support and encourage children's reading skills and teachers who inspire learning, created a program entitled Project UpLift. Project UpLift is founded on the premise that confidence, and strong reading and reading comprehension skills are the keys to academic success. Their intention is to grow a program that supports school day learning in reading, providing young elementary school students with the best possible chance of success. Project UpLift currently serves 2nd and 3rd graders at disadvantaged Delray Beach and Boca Raton elementary schools including Pine Grove, Orchard View, Banyan Creek, Village Academy, Coral Sunset, Hammock Point, Rolling Green and Plumosa School for the Arts. Plans are underway to expand the program to include all Title One schools in Delray Beach, Boynton Beach and Boca Raton.

New this year, each child who displayed the highest level of achievement received a brand-new bicycle. In total 160 bikes of the 500 ordered for Bikes for Tikes were given out to Roots and Wings children.

We, at the Foundation, all look forward to accomplishing great things in the future with all of you to help "our" kids.

Legal Report – Jerry Glassman

Mr. Glassman gave a brief update on various active litigations.

Strategic Planning – Bill Berkowitz

The first meeting is scheduled for May 23.

Bill Berkowitz left the Board meeting

Finance Report – Bob Lerner

No report as the April Finance Statement has not been finalized.

Special Projects – Phil Kupperman

Akoya

Akoya has sold 107 sold with three pending. There are three units remaining to be sold.

Renovator Program

To date the Renovator Program is at 164 acquisitions with seven pending acquisitions. Total increase in Market Value to date is $26.6 million.

Bulk Renovator

The Bulk Renovator Program has a total of 52 closed and pending acquisitions. To date 15 renovated units have been sold with 16 pending, increasing Market Value $2.6 million.

Combined Units

There are no changes since last month's report.

Leadership Program – Jeanine Banks and Frank Richard

The first meeting was held on April 25. The participants were introduced and an overview of the program was presented by Howard Liebman.

The next meeting is schedule May 25.

JV Village Subcommittee – Frank Richard

A meeting was held last week and one representative from the Master Association was in attendance. There will be some overlap from last year's goals and there was discussion on expanding the program. The Subcommittee reviewed the format, informational sessions and round tables.

Membership – Enid Winikoff

Motion: On a motion made by Ms. Hoffman and seconded by Mrs. Banks, the Board approves the 16 new Memberships presented to the Board.

Membership Statistics

As of May 17, 2022, closed and pending sales to new members were 200 compared to 197 last year, including seven new Members in Akoya this year compared to 27 in Akoya last year.

Board Approvals needed

Ms. Hoffman 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 Mr. Rosenblatt and seconded by Dr. Edwards, the Board approves the six month extension.

Internal Transfers

Motion: On a motion made by Ms. Hoffman and seconded by Mr. Glassman, the Board approves Members who have owned their first unit in Boca West for less than a minimum one year may request that the Club apply the Internal Transfer Rule (Rule III, O) to their purchase of a second unit in Boca West. The request must be in writing to the General Manager who before granting or denying the request will review the request to determine that all other conditions set forth in the said Rule have been met. The decision of the General Manager to grant or deny the request is final and binding. This authorization expires September 30, 2023, thereafter Members are required to satisfy the express conditions in the Rule in order to obtain the benefits of an Internal Transfer.

Communications and Marketing – Bob Schwartz

Nothing to report in addition to the minutes submitted.

Tennis and Pickleball – David Shifrin

Nothing to report in addition to the minutes submitted other than the highly anticipated pickleball court conversion and court lighting is in process and will be completed in the upcoming weeks.

Boca West was one of several Country Clubs to host the ITF Tournament from April 23 through May 6. There were two sections; Men's 70 and 75's, and Men's and Women's 50's. Practice and match times commenced at 11am, after Boca West Members have finished playing. Boca West Members also had the opportunity to volunteer for the event.

Golf – Chuck Rosenblatt

Nothing to report in addition to the minutes distributed.

House and Activities – Jeanine Banks

Motion: On a motion made by Mrs. Banks and seconded by Mr. Richard, the Board approves RFA 1790 for the unbudgeted expense to replace the steamer in the main kitchen.

Fitness, Aquatics and Spa – Charlie Wolf

Nothing to report. There will be no Committee meetings in June, July and August 2022.

Retail – Jonathan Schraub

Nothing to report other than the success of the recent trunk shows.

Human Resources – Arthur Adler

A flyer highlighting career opportunities to be sent out the Boca West Children's Foundation affiliates.

H2B Update

We are waiting for the Prevailing Wage Statements which is needed before we can proceed with any of the H2B application process. The Club's immigration attorney reported that the Club should receive all of the approvals as we have in the past.

Employee Apartments & Transportation

We will not have any international staff this summer but we have 14 Hospitality Management Interns in the housing of the 20 college students that will be working here this summer. All Hospitality Management Interns have vehicles.

Housing is a major concern for this upcoming season as we are competing with many people that have recently move to Florida. We are in the process of securing as many three bedroom apartment as we can because it is more 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 are receiving referrals from current employees as well. We will closely monitor to see if there are any recommendations needed to increase the staffing.

We are finalizing a flyer to be sent to all of the Boca West Children's Foundation recipients of the past to let them know we would like them to join the Boca West family – career opportunities await them.

The recruiting trip to South Africa is being finalized; traveling at the middle of July till the end of July. We will be interviewing in Europe in mid-August. There are a number of former participants that are interested in returning so we should have a high return rate next season.

Staffing

The current number of employees is 748 compared to 636 last year and 398 in 2020 at the same time. The fluctuations are due to Covid-19.

Ombudsman – David Shifrin

Dr. Shifrin reported that he has received some inquiries requesting benches be added around Boca West Drive loop. These inquiries have been referred to the Master Association.

BWMA – Bob Schwartz

The Board of Directors meeting was held on April 27. An update was provided on the Glades Road Entrance project.

Unscheduled Topics

No unscheduled topics.

Adjournment

There being no further business to discuss, the meeting adjourned to Executive Session at 11:50am.

Motion: On a motion made by Mr. Glassman and seconded by Ms. Hoffman, the Board moved out of Executive session.

Motion: On a motion made by Mr. Kupperman and seconded by Ms. Hoffman, the Board accepts the motion passed in Executive Session.