BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	November 17, 2022
MEMBERS PRESENT:	P. Edwards, J. Banks, C. Rosenblatt, F. Richard, E. Hoffman, A. Adler, B. Berkowitz, J. Glassman, P. Kupperman, B. Lerner, S. Roth, J. Schraub, R. Schwartz, D. Shifrin, C. Wolf, B. Winikoff (ex-officio)
MEMBERS ABSENT:	
PARTICIPANTS:	M. Linderman, K. Campbell, B. Sumner
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Phil Edwards
ISSUE DATE:	December 14, 2022

Approval of Minutes

Motion: On a motion made by Jeanine Banks and seconded by Enid Hoffman, the minutes of the October 27, 2022 Board meeting were approved.

Chairman's Report – Phil Edwards

Dr. Edwards reminded the Board that the Executive Committee only takes action on matters which should not be deferred until the next Board meeting. All actions taken by the Executive Committee shall be reported to the Board no later than its next meeting.

Joint Venture

The next meeting is scheduled for December 12.

The yearend financials were shared with the Committee. The annual audit has been prepared.

General Business

Due to the delay in completion of the Lifestyle and Racquet Center construction, Matthew Linderman and the Special Projects Committee recommend a delay in the future construction of the Golf Courses, Racquet Center, additional back of house storage and the Living Room terrace by a year. This was projected to go to the Membership for a vote in early Spring 2023 for a Summer 2023 construction start.

Member-to-Member and Member-to-Staff incidents have increased. Committee Chairs and Department Heads are working through issues prior to grievances being filed. Enid Hoffman reported that the Membership Committee will review adding behavioral aspects to the new Member introductions.

The Nominating Committee has begun the interview process. Dr. Edwards thanked Bill Berkowitz, Bob Schwartz and Enid Hoffman for their time and dedication serving on the Nominating Committee.

The Annual Membership Briefing is scheduled for December 15. Committee Chairs will give a report of their Committee and Matthew Linderman will give a presentation on Managing in a Post Pandemic World. Once again, the Membership Briefing will be live streamed via YouTube.

General Managers Report – Matthew Linderman

Financial Flash Report

For the period of November 1 through November 12, 2022

Golf rounds and revenue are less than budget. This should improve towards the end of November as more Members and Guests start arriving for the season.

Fitness and Spa is less than budget. This should improve as more Members and Guests start arriving for the season.

Food and Beverage restaurant revenues are higher than budget. This is due to the timing of Catering events in November, most of the events occurred early in the month.

Delinquent Dues, Foreclosures and Downgrades

There are currently 59 delinquent Members and 20 of those have been delinquent for more than one year. Last year at this time, there were 81 delinquent Members and 37 of those were from previous years. The reduction in delinquent Members over the past year is due to the Joint Venture lien initiative.

As of today, there has been zero foreclosed units compared to zero at this time last year.

As of November 15, 2022 there are currently 1,936 Golf players which is up 60 players compared to last year. This is two less players than in fiscal year 2009/2010. There are currently 229 Racquet Sports players which is up 15 players compared to last year. The Tennis community has not had this many players since fiscal year 2015/2016.

Club Improvement Program

The Special Projects committee will meet in January 2023 to finalize design decisions for the Multipurpose Art and Culinary Studio. The goal is to start construction in the Summer 2023 and to conclude at the end of 2023.

We are working with contractors to clean up the parking lot at the Sports Center and overflow parking lot for the Holiday weeks. The construction trucks will be moved behind the pools and staff parking will be moved to the second level of the parking garage. Saint Andrews school will once again allow our staff to park at the school for the holidays. The Club will provide shuttles between the Club and the school.

Human Resources

The International staff have been well received and they are doing well with adapting to the Club and Membership. Some groups are still in training.

We have engaged with an Executive Search firm to fill the Director of Golf position.

We are in the process of sponsoring three International employees for Green Cards. We anticipate the approval in May 2023. A second group of International employees have been identified and we will begin the Green Card process.

As mentioned in last month's Board meeting, we have collaborated with the Boca Raton Chamber of Commerce to host their inaugural Platinum Service Award Luncheon recognizing individuals working in Hotels and Country Clubs for South Palm Beach County. The awards will include 60 Country Clubs and Hotels. Matthew has been named honorary chair.

Restaurant Dining and Holiday Events

The annual Holiday Brochure is in the process of being finalized and will be distributed soon.

The new Carnival wristbands have been very well received. Boca West is charging $50 per wristband while the neighboring Clubs charge over $100 per wristband. We have introduced a $15 wristband for children under 36 inches as there are height restrictions on most rides. This will include face painting.

There are 1,900 confirmed Thanksgiving Dinner requests. These reservations will be spread out between the Grand Ballroom, Country Club Cardrooms, Palm Room and Golf and Activities Cardrooms.

IT Update

Cobalt continued the roll out in Mr. D's and Grand Central.

The new payroll system, UKG is going well.

Bob Winikoff left the meeting.

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

There is a backup for Jay Leno if he is unable to perform. Foundation has sold 600 of 800 seats.

The Boca West Children's Foundation is on the move.

On November 15 we held our second Tour of the Charities. 60 Club Members traveled by bus to JAFCO, one of the Boca West Children's Foundation's core charity partners since our inception. We toured all three of JACFO's campuses: JAFCO Ability Center, JAFCO Children's Village and Eagles Haven Wellness Center with was created in response to the Parkland shootings.

On Saturday, December 10 we be in West Palm Beach for our second annual Walk the Walk Funfest. Club members will be joined by hundreds of friends and supporters of our charity partners. Last year's walk raised $275,000. The Walk will begin at 10:00am on West Flagler and continue along the Intercostal. The event will be a part of the Palm Beaches Marathon Weekend.

The following Saturday, December 17 is the 13th Annual Boys and Girls Club Holiday Shopping Day and Brunch. This was the Foundation's first program and remains a favorite of children and volunteers alike. Over 150 volunteers will meet the children at Old Navy and each armed with a $50 gift card will assist the children in purchasing new clothes. After the shopping spree, the kids will celebrate the holiday Country Club style and enjoy Boca West sized portions of waffles, pancakes, donuts, and bacon and then choose an age-appropriate toy. Upon returning to their clubhouse each family will pick up a harvest basket of fresh turkeys and vegetables to take home for a family holiday meal.

On December 29, the Boca West carnival will open early from 1pm-3pm so that 200 children from our charity partners may attend. The Boca West Children's Foundation is underwriting this addition to the day.

An update for our signature event, An Evening with Jay Leno, we heard from Jay Leno's agent it looks like a two-week recovery and he looks forward to being with us on January 8. To date we have over 55 tables sold which includes 1 Platinum, 5 Gold, 22 Silver and 6 Bronze.

Legal – Report – Jerry Glassman

Jerry Glassman reported that In-house Counsel is updating the Club's Rules and Regulations. The Board and Management will review all changes prior to publishing.

Finance Report – Bob Lerner

Bob Lerner thanked Kathy Campbell, CFO, and her team who worked additional hours to finalize the October financials.

Bob Lerner reviewed and summarized the October financials.

Strategic Planning – Bill Berkowitz

Nothing to report other than the Committee met on November 7.

Special Projects – Phil Kupperman

Akoya

As of October 31, 2022 Akoya has 110 sold with three pending. All units are now accounted for.

Renovator Program

As of October 31, 2022 the Renovator Program is at 169 acquisitions with three pending acquisitions.

As of October 31, 2022 there are 156 renovated units sold with two pending sales.

Total increase in Market Value is $28 million, $750,000 more than last month.

Bulk Renovator

As of October 31, 2022 the Bulk Renovator Program has a total of 57 closed and pending acquisitions.

As of October 31, 2022 there are 29 renovated units sold with no pending.

Total Market Value appreciation is $7.2 million, $300,000 more than last month.

Combined Units

To date there are six combined unit applications approved with three completed combinations that have passed the Club's inspection.

Leadership Program – Jeanine Banks and Frank Richard

The Leadership Program met on October 31, 2022. The agenda was robust with a presentation on Boca West Master Association, the Joint Venture and Club Governance by Jerry Glassman and Howard Liebman. Matthew Linderman was commended for an outstanding presentation on Managing in a Post Pandemic World. Michael Eustace, Executive Director of the Master Association was in attendance and introduced to the participants.

Session 4 is scheduled on November 29, 2022. The agenda will consist of the Club's business model and an overview on the Club Committee's.

JV Villages Sub Committee – Frank Richard

Additional sessions have been scheduled.

A questionnaire has been sent to each community to determine the most useful way the Villages can individually use the shared information on service providers and projects that are in process or are being planned.

Email have been sent to the HOA Board Members with resources for important information as well as details with the new condo HOA law.

Hope Week – Jeanine Banks

The Hope Week brochure detailing the charities and ways to participate was approved and will be distributed soon. The deadline for volunteers to register is January 13, 2023.

The next Hope Week steering committee will meet in January to finalize plans for Hope Week.

Audit – Enid Hoffman

A planning meeting was held with the Committee and RSM. A draft will be distributed ahead of the December Board meeting.

Membership – Enid Hoffman

The third Coffee and Chat is scheduled for December 7, and the Board is welcome to attend.

Motion: On a motion made by Ms. Hoffman and seconded by Philip Edwards, the Board unanimously approves the 13 new Member nominees presented.

Membership Statistics

As of October 31 2022, closed and pending sales to new members were 30 compared to 70 last year. Including two new Members in Akoya this year compared to two in Akoya last year.

Board Approvals

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 with in Boca West.

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

Ms. Hoffman reported there is a request from a Member asking for a refund of the Golf Add-on's that was submitted in October. The Member cannot play golf and provided a doctor's note.

Motion: On a motion made by Mr. Rosenblatt and seconded by Mr. Schraub, the Board unanimously approves the refund of Golf add-on's as the request was submitted in October

Trendz Sub Committee – Enid Hoffman

As reported in the October Board meeting, there were 58 participants at the first two sessions. These participants are very passionate about Boca West and provided great feedback and suggestions. A report will be prepared and shared with the Board in January for more sessions to be added.

Communications and Marketing Committee- Bob Schwartz

Nothing to report other than Committee is working on enhancing digital features.

Racquet Sports – David Shifrin

Nothing to report other than the pickleball lighting has been delayed.

Golf – Chuck Rosenblatt

The Membership is happy to have Jeremiah Lockhart, Director of Agronomy on board.

The Golf Opening day luncheon held on November 16 sold out.

House and Activities – Jeanine Banks

The Dinner and a Show scheduled for November 29 and 30 has 400 reservations for each night.

Christina Guilianti, Director of Activities is exploring opportunities to host Dinner and a Shows off site. Jeanine Banks commend Christina for her hard work and dedication in coming up with new and fresh ideas.

Jeanine Banks asked the Board to help in communicating the Card Room rules and Dress Code, which is the same as the dining venues.

Living Room entertainment and the new Lite Bites menu has been successful.

In lieu of the November Committee meeting, John Collings, Assistant General Manager is preparing a report that will be sent to the House and Activities Committee.

Fitness, Aquatics and Spa – Charlie Wolf

Nothing to report other than FIT for Sports assessment has had a successful start.

Retail – Jonathan Schraub

Nothing to report other than sales have been successful and new merchandise is selling well.

IT Report- Steve Roth

Nothing to report other than the Cobalt roll out has been a success.

Human Resources – Arthur Adler

H2B Update

Almost all of the International staff have arrived with only 13 remaining, for a total of 368.

Employee Trips and Events

Trips to Sawgrass Mills Mall, South Beach, Universal Studios and Disney World have been scheduled for staff throughout the season.

The Boca West Annual Holiday Party is scheduled for Monday, November 28, 2022.

Flu Shots

Employee flu shots are scheduled for November 16 and 30. This will help maintain a solid workforce should a serious flu outbreak occur here at the Club

Employee Top Workplace Survey

The Club is working with Energage to conduct an independent employee survey to see if we would quality as a Sun-Sentinel Top Workplace for 2023.

Staffing

The current number of employees is 855 compared to 635 last year at the same time. The increase is due to receiving visa approvals earlier than expected and no longer having lingering effects of the Covid staffing issues.

Ombudsman – David Shifrin

All inquiries received are answered or forwarded to the corresponding Department for a response.

BWMA – Bob Schwartz

Nothing new to report.

Unscheduled Topics

Discussion took place on the changes in insurance coverage.

Jerry Glassman reported that the Board for Congregation Yemei Teshuva that provides the High Holiday services has been restructured.

Adjournment

There being no further business to discuss, the meeting adjourned to executive session at 12:33pm.