BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	November 30, 2023
MEMBERS PRESENT:	P. Edwards, J. Banks, E. Hoffman, F. Richard, B. Berkowitz, A. Adler, M. Haberman, B. Lerner, S. Roth, J. Schraub, R. Schwartz, A. Schwartzman, D. Shifrin, R. Shulman, C. Wolf,
MEMBERS ABSENT:	None
PARTICIPANTS:	P. Kupperman (Non-Board Member), R. Chavis (Grievance), M. Linderman, K. Campbell, L. Stefaniw
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Philip Edwards
ISSUE DATE:	December 21, 2023

Grievance Committee – Rick Chavis

Grievance Appeal 12-2023

The Members involved in the grievance appeared before the Board to appeal the final decision of the Board and made a statement.

The Member was excused and the Board discussed the Members appeal

Motion: On a motion made by Mr. Haberman and seconded by Ms. Hoffman, the Board unanimously agreed that no changes to the two year suspension.

Approval of Minutes

Motion: On a motion made by Mr. Schwartzman and seconded by Mr. Schwartz the minutes of the October 24, 2023 Board meeting are unanimously approved.

Chairman's Report – Philip Edwards

Dr. Edwards asked for a moment of silence moment of silence for Israel.

Israel Response

The Board discussed the Clubs response to the Israel crisis in depth.

Motion: On a motion made by Mrs. Banks and seconded by Mr. Adler, the Board unanimously agreed for Boca West to host a presentation by the Friends of IDF.

Motion: On a motion made by Mr. Schwartz and seconded by Mr. Adler, the Board agreed to have the Israeli flag added to the flag post at the Country Club. The Israeli flag will be flown below the American flag. The Board will discuss the length of time at the December meeting.

General Business

The December Board Meeting date has changed. It is now scheduled for December 21, 2023.

The Membership Briefing date has changed. It is now scheduled for December 21, 20223 at 3pm.

A ribbon cutting for the Aquatics Complex will be scheduled for the week of December 18. More details to come as we get closer.

Jonathan Schraub will report on the proposed amendments to the Club Bylaws in the Legal report. Club Counsel, Larry Corman met with Legal Committee during the review process. Additionally the Grievance Standard Operating Procedures are review and revisions are being made.

Dr. Edwards discussed Board succession and current Board recommendations to the incoming Board Members.

General Managers Report – Matthew Linderman

Financial Flash Report

For the period of November 1 through November 27, 2023.

Golf Operations is experiencing a strong November. Revenues and golf rounds is ahead of last year and budget.

Golf Retail merchandise revenue is currently ahead of last year but lower than budget.

Fitness and Spa is experiencing a strong November with revenues and services ahead of budget and last year. The positive variance to the budget is due to an increase in massages and personal training sessions.

Food and Beverage restaurant revenue is ahead of budget despite the delay in opening of the Lifestyle Center.

Catering revenue is ahead of budget due to unbudgeted events that were scheduled.

Delinquents Dues, Foreclosures and Downgrades

There are currently 37 delinquent Members and 10 of those have been delinquent for more than one year. Last year at this time, there were 59 delinquent members and 20 of those were from previous years. The reduction in delinquent Members for more than one year is due to the Joint Venture lien initiative.

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

As of November 29, 2023 there are currently 2,051 Golf players which is up 68 players from last year. This is up 8 more players than in fiscal year 2008/2009. There are currently 339 Racquet Sports players which is up 89 players compared to last year. The Racquet Sports community has not had this many players since fiscal year 2013/2014.

Department Head Introduction

Felipe Murcia, newly hired Clubhouse Manager was formally introduced to the Board. Felipe was welcomed and we look forward to having him as part of the Leadership team.

Human Resources

Joe Barone, Director of Fitness, Spa and Aquatics is retiring December 29. Misty Stewart, Director of Lifestyle and Wellness starts today.

Elizabeth Espinosa, Director of Quality Development and Engagement was hired. She starts at December 7.

Director of People and Culture interviews are schedule for next week.

Construction Update

The TCO for the Porte Cochere has been approved.

The TCO for Market Square will hopefully be issue tomorrow.

The Fire Marshall requested some adjustments be made to the Aquatics arrival building, and the TCO will hopefully be issued on Monday December 4.

The TCO for the Bath House will hopefully be issued Friday December 7.

The TCO inspection for Cabana Bar & Grill is on Friday December 15, the Health Department is scheduled to inspect on Monday December 4 and will not sign off for the TCO until the restrooms are completed. The goal is to open the entire Aquatics Complex and Market Square the week of December 18, before the Christmas Holiday week.

The Furniture for Market Square and the Aquatics buildings will be installed on Wednesday, December 6. The Boca West team will then start stocking and training.

Dr. Edwards thanked Matthew and the entire Boca West staff for all their hard work and tireless hours pushing to get the facilities open.

Human Resources

The visit to the University of South Carolina was very positive. There is a growing interest among students for a Sports Management Internship. We are in the process of creating a program and rotation for Summer 2024.

The Annual Employee Holiday Party is on Monday, December 4. The Club will close earlier to allow employees to attend. We announce the Promise Keeper and Promise Leader of the Year at the Holiday Party.

Foundation Report – Pamela Weinroth (written report provided)

The Boca West Children's Foundation is excited to announce our upcoming December events. We invite you to join us on Saturday, December 9 for our third annual Walk the Walk Funfest in West Palm Beach. Club members, along with hundreds of friends and supporters of our charity partners, will gather to raise awareness and funds for underserved children in the county. The walk will commence at 10am on West Flagler, along the Intracoastal Waterway. This event is part of the Palm Beaches Marathon Weekend. Come be a part of this unique and meaningful day to support "our" kids "off-campus."

The following Saturday, December 16, will mark the 14th Annual Boys and Girls Club Holiday Shopping Day and Brunch. This program, the Foundation's inaugural initiative, continues to be cherished by both children and volunteers alike. Consider volunteering on a day that many have described as "the most fulfilling day of the year." Assist the kids from the local Boys and Girls Clubs in selecting new clothes at Old Navy, and then join them at Boca West for brunch. The kids will enjoy generous portions of waffles, pancakes, donuts, and bacon, select an age-appropriate toy, and receive a bountiful basket of fresh turkeys and vegetables for a family holiday meal.

Sales for our Super Bowl Raffle are going strong. This year's sales could set a record. We are determined to outsell last year's record of 1800 plus tickets.

The Carnival for the Kids is making a return! On December 29th, the Boca West carnival will open early from 12 pm to 2 pm exclusively for children from our charity partners. The Foundation underwrites the cost of the additional two hours. Children from all our foster agencies, HomeSafe, SOS Children's Village Florida, Place of Hope, JAFCO, as well as the special needs children from the JCC's Camp Kavod, will attend this wonderful event.

A big thank you to the Boca West Country Club staff, the Board of Governors, and its Members for contributing to the success of our Foundation.

Legal Committee – Jonathan Schraub

Proposed Bylaw amendments

A redline copy of the Legal Committees proposed amendments to the Club's Bylaws was distributed to the Board. An additional one-page summary was also shared. In summary, the proposed amendments remove outdated language and an update to the grievance process as it relates to the Clubs Updated Rules and Regulations and the Standard Operating Procedure of the Grievance Committee.

Motion: On a motion made by Mr. Schraub and seconded by Mr. Berkowitz, the Board approves the proposed amendments, as indicated on the one-page summary and the redline copy of the current Bylaws, be presented to the Membership at the Annual Meeting of the Members on February 22, 2024.
Two opposed.

Jonathan Schraub updated the Board on various Legal matters.

Nominating Committee – Jonathan Schraub

Jonathan Schraub reported that 13 Candidates are to be interviewed on December 4, 5 and 6.

Motion: On a Motion made by Mr. Schraub and seconded by Mr. Wolf, the Board unanimously ratifies Marc Rosenthal be appointed to the Nominating Committee in place of Vic Tannenbaum.

Finance Committee – Frank Richard and Arthur Schwartzman

Frank Richard reported that the Club's Insurance renewal has an overall premium increase of 10 percent, inclusive of higher Club revenue exposures which is reasonable within the current market. The increase is primarily driven by Zurich rate increases and Wind Buyback Policy.

Arthur Schwartzman reported on the Year End Financial Report for fiscal year end 2022/23. We ended the year with a surplus of $1 million. Frank Richard explained the positive and negative variances.

The October Financials were reviewed.

Audit Committee – Arthur Schwartzman

The Financial Audit field work has been completed. The first draft of report from RSM is expected within the upcoming week.

The TAA has been submitted to the Department of Revenue. A response with a definitive answer regarding the Holiday Sales Tax, specific to the Club, will take six to nine months to be received.

The Employee 401K Investment Committee met with the plan administrators on Monday, November 27. The Committee recommends a third party firm perform a benchmark study.

Special Projects – Phil Kupperman

In summary, total Market Value appreciation is $42.1 million. There are 10 units under renovation, 10 units for sale and six pending sales for a total of 26 additional units to be sold under this program. These additional units to be sold will generate another $3 million in new Joining Fees.

Renovator Program

As of October 31, 2023 the Renovator Program is at 181 acquisitions. To date, 46% of the units acquired were formally non-performing or non-equity units.

As of October 31, 2023 there are 166 renovated units sold with five pending sales.

Total Market appreciation is $29.9 million.

There are 15 units now under construction and not for sale, six of those units are required to and are currently paying social dues for this fiscal year.

Bulk Renovator

As of October 31, 2023 the Bulk Renovator Program has a total of 59 units closed.

As of October 31, 2023 there are 48 renovated units sold with one pending sale.

Market Value appreciation from these sales is $12.2 million.

The 10 units now under construction and not for sale, two of those units are required to pay social dues for this fiscal year.

Combined Units

There has been no change in the number of units acquired under this initiative.

Of the seven Members who have acquired combinable units, all have been completed and approved.

Leadership Development – Bill Berkowitz

The forth session was held on November 29, 2023. The agenda consisted of the Club's Business Model, presented by Howard Liebman; the Club's Budgeting Process, presented by Enid Hoffman; Financial Reporting and Operational Highlights, presented by Howard Liebman and Kathy Campbell; and Monitoring and Managing Operations, presented by Matthew Linderman.

Joint Venture Committee on Villages – Bob Schwartz

The first session was held on November 13 on an update on the Engineering and Milestone Inspection Law. There were 60 people in attendance.

The second session is on December 11 on Reserve Inspections, Studies and Best Practices.

Membership – Enid Hoffman

Enid Hoffman announced the date of the New Member party, to be held on January 30, 2024. All Board Members and Committee Members are asked to attend.

Membership Statistics

As of November 27, 2023, closed and pending sales to new Members were 34 compared to 41 last year.

Board Approvals Needed

Motion: On a motion made by Ms. Hoffman and seconded by Mr. Berkowitz, the Board unanimously approves the six new Member Nominees, two new Title Holders, two Lessees and three Inherited Memberships.

Trendz Committee – Enid Hoffman

Enid Hoffman reported the Committee has seven members. This year's focus is on single Members. There are 259 single Members between 50 and 75 years of age that have been identified. Two forums will be held, following last year's program that was successful.

Golf – Bob Lerner

The annual Play for Pink in Golf will take place January 22 through January 26.

Fry/Straka, the Clubs Golf Course architects will share their first presentation at the next Golf Committee meeting that will be held on December 5. This is the same presentation that was shared to the Board on October 19.

House & Activities – Jeanine Banks

Jeanine Banks shared a progress update on the Committees goals.

Hope Week – Jeanine Banks

The first Steering Committee meeting was well attended by representatives from the participating charities.

The Board is encouraged to register and participate as volunteers.

Ombudsman – Steve Roth

All inquiries are responded to in a timely manner. Management has been helpful with answering departmental specific questions and concerns received.

BWMA – Bob Schwartz

Nothing to report at this time.

Unscheduled Topics

The Board has asked for a review of the current Guest policy and tracking within each department. Neighboring Clubs are to be surveyed and the responses will be presented at the December Board meeting.

Adjournment

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