BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	August 14, 2024
MEMBERS PRESENT:	J. Banks, A. Schwartzman, R. Schwartz, E. Hoffman, A. Adler, J. Schraub, P. Edwards, B. Berkowitz, M. Haberman, B. Lerner, B. Roberts, S. Roth, D. Schulman, R. Shulman
MEMBERS ABSENT:	J. Attermann
PARTICIPANTS:	M. Linderman, K. Campbell, L. Stefaniw
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Jeanine Banks
ISSUE DATE:	September 23, 2024

Grievance Committee – Rick Chavis

Grievance 08-2024

Rick Chavis presented the report and recommendation of the Grievance Committee in regards to the grievance complaint filed by Arthur Adler, Chair of House and Activities. The Member involved in the grievance allegedly made a threatening and inappropriate comment to a staff member. In accordance with Section 10.02 of the Clubs Bylaws, the Members conduct endangers the welfare, safety, harmony and good reputation of the Club.

The Grievance Committee recommends the Member be suspended from all activities and venues in Boca West for a period of one (1) month while in residence, followed by a probation of six (6) months, while in residence; appropriate letters of apology to the Board of Governors, Matthew Linderman, President, COO and General Manager and Felipe Murcia, Clubhouse Manager; and appropriate letters to be placed in the Members file.

Motion: On a motion made by Mark Haberman and seconded by Jonathan Schraub, the Board agrees to amend the Grievance Committees recommendation and the Member is to be suspended for a period of three (3) months, while in residence, followed by a one (1) year probation, while in residence. The Board approves the Grievance Committees recommendation on letters of apology and appropriate letters placed in the Members file.

Grievance 09-2024

Rick Chavis presented the report and recommendation of the Grievance Committee in regards to the grievance complaint filed by Arthur Adler, Chair of House and Activities. The grievance is against both Members for their alleged behavior, inappropriate comments, suggestions, and gestures toward a staff member. The Members reported behavior is in violation of Club Bylaws, Article X, Section 10.02 endangering the welfare, safety, harmony and good reputation of the Club and its Members. It is important to note that this grievance is not the first incident with these Members.

The Grievance Committee recommends the Members be suspended from all activities and venues in Boca West for a period of two (2) years, while in residence; Grievance to be documented in the Members file; These Members have sold their home in Boca West and stated they will leave Boca West. No further recommendations were deemed necessary.

Motion: On a motion made by Jonathan Schraub and seconded by Mark Haberman, the Board accepts the Grievance Committee recommendations.

Approval of Minutes

Motion: On a motion made by Mark Haberman and seconded by Arthur Adler, the minutes of the June 25, 2024 Board Meetings are approved.

Chairman's Report – Jeanine Banks

Jeanine Banks expressed her appreciation and applauded Matthew Linderman on the opening of the Lifestyle Center. We recognize all those who supported this project over the past years; our Members, Past Chairman, Board of Governors, Special Project Committees, Management and Professional teams for their countless hours and dedication.

Habitat for Humanity

Each year Boca West sponsors a home through Habitat for Humanity. This year we completed our 14th home. The Board and Staff volunteered during the home build and the homeownership celebration was held yesterday. Board Members attended a morning celebration and had the opportunity to meet the family directly impacted by the home sponsorship.

During Hope Week this year, Members volunteered on another home build. The home dedication ceremony is scheduled for August 30, 2024. Board Members are invited to attend.

Boca West Community Advisors / "Joint Venture"

Jeanine Banks reported a meeting was held with Danny Bejarano, President of the Master Association and Michael Eustace, Executive Director of the Master Association on July 29, 2024. Matthew Linderman was in attendance. Discussions at the meeting focused on the relationship between the Club and the Master Association and how both entities can help each other. The meeting was collaborative and a meeting is being scheduled for September 2024 to review the Boca West Community Advisors year end financials.

Technical Assistance Advisement (TAA) – Florida Sales Tax Holiday

Our Accounting firm sent a request to the Florida Department of Revenue for clarification as their responses to our request were unclear. Further clarification was again requested and a more definitive response was received. Following multiple meetings with the Audit Committee and Professional Staff communiques were sent out to the Membership with details on a sales tax refund from the 2023/24 annual dues paid and eligibility for a sales tax refund for the 2024/25 annual dues.

As of July 31, 2024, the Club collected $32,948,091 (42% of the 2024/25 dues bill) and $2,306,366 in sales tax for the 2024 Sales Tax Holiday. The amount eligible for refund $576,591 (25%).

Jeanine Banks thanked Arthur Schwartzman, Matthew Linderman, Kathy Campbell, Leslie Kennedy as well as the entire Accounting and Membership departments for collaborating in responding to Members questions.

Additionally, Jeanine Banks thanked the Board of Governors for fielding calls and responding to Members questions.

BoardEffect Overview

The BoardEffect platform will be introduced to the Board in September.

The Chairman's report concluded. Philip Edwards left the Meeting

General Manager Report – Matthew Linderman

Lifestyle Center Construction Update

Matthew Linderman reported that an email announcing the opening of Blue Point and Aria will be going out to the Membership today. The Aria Rooftop terrace remains unfinished; however, the paver install is almost completed and we are hopeful to receive TCO for the rooftop terrace in the next month or so.

Matthew reported that he had a meeting with one of the partners from of T&G yesterday to discuss overall completion of the project as well as the extensive punch and correction lists of work that is needed to achieve CO. T&G cannot apply for CO without full completion of site work to be completed.

Forensic Construction Audit

The forensic Accounting firm that the Club has been retained to review the overall costs of the project is still working on their review, however it is close to completion. We expect to receive their report in September 2024.

Art and Epicurean Studio Construction

Construction on The Studio is progressing rapidly. Mouw Construction firm is doing a great job, and there is a vast difference to T&G Constructors. The goal is complete construction and open in January 2025. The Club has also engaged with Mouw Construction for the work on the Spa showers in the men's and ladies wet areas.

Ongoing and Future Projects

It has been a busy Summer with projects around the Club. Work at the Golf and Activities Building Porte Cochere is currently underway with the travertine and brick pavers being completely replaced. The exterior painting of both the Country Club and the Golf and Activities buildings is also in process, and the worn carpet in the hallway outside of the Multipurpose rooms in the Golf and Activities building will be replaced with tile next month.

Future project discussion with the architects, designers and contractors continue weekly; this includes the Golf Course renovation, the Living Room Terrace expansion, construction of a new Employee Building and the Racquet Sports Complex building. We are planning to present to the Membership in January 2025 and a Special Meeting with a vote in March 2025.

In June, Matthew Linderman reported that the Club has submitted a 558 against Hedrick Brothers following the failure of the waterproofing of the terraces in the Golf and Activities building. The Club continues discussions with outside counsel as July 2024 will mark seven years since opening the building and will mark the end of the statute of limitations. To date, we have not received a response from Hedrick Brothers.

The re-grassing of Fazio II is going well. The grass growing in nicely. We are hopeful that the Summer rains stay away so no delays occur.

General Business

Online payments with Evalon will be introduced in September, we are currently in the testing phase. We will start with the Members monthly statements for online payment. Once this has been introduced we will then begin to work out details for next year's annual dues payments.

The Boutique will introduce a Pop-up shop program this season. Every month to six weeks a different vendor will be featured in the boutique. We currently have seven vendors lined up for this season.

The Professional Staff will participate in the 100-hole challenge again this year. This fundraising initiative is through the Seminole Region of the Club Managers Association of America. We are recruiting Professional Staff to play 100-holes on September 23, 2024 and Members can pledge donations per hole or make a lump sum donation. These funds are to be donated to various partner charities associated with the Seminole Region.

Woodfield Country Club permitted Boca West Members to use their lap pool for two years during the construction of our Aquatics facility. Woodfield has requested us to allow their Members to use our Aquatics Center for a two week period while they do work on their pools. This will begin on Monday, August 19, 2024.

Boca West has reached nationwide recognition for leadership in sustainability, having achieved Worldwide Sapphire Status from Vivid Leaf – an industry leader in sustainability certification. We are very proud of this recognition and will continue to make choices that contribute positively towards our environment and social well-being. We promise to do all that we can to be smart with our efforts while also being fiscally responsible.

We are in the process of updating the Club's marketing material. A video and photoshoot of the new facilities has been scheduled for the end of September into early October.

The Hospitality Management Internship program has concluded for this Summer. The graduation ceremony was held last week.

The new Water Cannons that were purchased as a temporary solution to the high water temperatures at the Aquatics Center is working well, bringing the pool temperatures down 10 degrees. We are waiting on drawings and possible options to add Chillers as a permanent solution.

The General Manager's report concluded. Steve Roth left the meeting.

Audit Report – Jeanine Banks on behalf of Joan Attermann

Technical Assistance Advisement (TAA) – Florida Sales Tax Holiday

An engagement letter with Pricewaterhouse Coopers International has been executed to assist in filing a Claim for Refund of the 2023-24 and 2024-25 Sales Tax Holiday years. After the refund has been received eligible Members will be given a credit to their account.

BWCC Annual Financial Audit

The tax return for year ending 2022-23 has been completed and was reviewed by the Audit Committee yesterday. The return was signed and will be filed.

Golf – Bob Lerner

Bob Lerner presented three RFA's for approval:

RFA 1886 for the budgeted expense to purchase a greens sprayer; RFA 1887 for the budgeted expense to purchase fairway mowers; RFA 1888 for the budgeted expense to purchase walk behind greens mowers for the Golf Course Maintenance department.

Motion: On a motion made by Bob Lerner and seconded by Enid Hoffman, the Board approves RFA 1886, 1887 and 1888.

Bob Lerner reported on course conditions and gave the Board an update on the re-grassing of Fazio II.

The Golf Committee report concluded. Arthur Schwartzman left the meeting.

House and Activities – Arthur Adler

Arthur Adler presented two RFA's for approval:

RFA 1883 for the budgeted expense to purchase a flatbed golf cart for the Food and Beverage Purchasing department.

Motion: On a motion made by Arthur Adler and seconded by Bill Berkowitz, the Board approves RFA 1883.

RFA 1884 for the budgeted expense to upgrade the Social Club security cameras.

Motion: On a motion made by Arthur Adler and seconded by Bob Schwartz, the Board approves RFA 1884.

Membership – Mark Haberman

Mark Haberman presented a New Member Nominee to the Board with the recommendation to decline the nomination.

Motion: On a motion made by Mark Haberman and seconded by Enid Hoffman, the Board accepts the recommendation to decline the new Member nominee.

Racquet Sports – Jeanine Banks on behalf of Steve Roth

Jeanine Banks presented on The Premier Pickleball League, a non-profit league established in 2021. The Founder and Commissioner of the League is a new Member of the Club. The league will bring numerous benefits to the Members, enhancing both physical health and social connections. The Member has offered to donate the joining fees of the league from Boca West Members to Boca West partner charities.

Motion: On a motion made by Jeanine Banks and seconded by Danny Schulman, the Board approves The Premier Pickle Ball League to start at Boca West and the leagues joining fees from Boca West Members will be donated to the Boca West Children's Foundation, Gilda Mallin Boca West Hadassah and the Boca West Chapter and of Pap Corps.

Unscheduled Topics/Open Discussion

Jeanine Banks distributed three articles for the Board to review and the Board discussed at length:

1. Chiefexecutive.net – Where is AI adding value
2. The Private Club Advisor – Club Security
3. South Florida Business Journal – Developers eager to capitalize on Boca Raton's Evolution

Adjournment

There being no further business to discuss, the meeting adjourned to Executive Session at 1pm.