BOCA WEST
COUNTRY CLUB

MINUTES

MEETING:	Board of Governors
DATE:	April 22, 2025 and April 24, 2025
MEMBERS PRESENT:	J. Banks, A. Schwartzman, R. Schwartz, J. Attermann, B. Berkowitz, J. Schraub, P. Edwards, T. Cox, M. Haberman, A, Lustrin, B. Roberts, S. Roth, D. Schulman, R. Shulman, L. Singer
MEMBERS ABSENT:	
PARTICIPANTS:	M. Linderman, K. Campbell, L. Stefaniw
FOR INFORMATION:	The Board of Governors
ISSUED BY:	Jeanine Banks
ISSUE DATE:	May 26, 2025

April 22, 2025

Philip Edwards and Bob Schwartz absent

Grievance Committee – Rick Chavis

Grievance 03-2025 Appeal

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 presented a statement

The Member was excused, and the Board discussed the Members' appeal.

Motion: On a motion made by Mark Haberman and seconded by Arthur Schwartzman, the Board amended and reduced the terms of the suspension to a six-month suspension from all Boca West venues and activities while in residence.

Grievance 05-2025

Rick Chavis presented the report and recommendation of the Grievance Committee in regard to a grievance complaint filed by the Boca West Master Association Grievance Committee against a Member for a physical altercation initiated by the Member, who the grievance is filed against, resulting in personal injury to another Member at their residence. This behavior is in violation of the Club's Bylaws, Article X, Section 10.02 and as such endangers the welfare, safety, harmony, and good reputation of the Club and its Members.

Detailed reports regarding the incidents were provided to the Board for review.

The Grievance Committee recommends the Member be suspended from all venues and activities at Boca West Country Club for a period of two years; Appropriate letters of apology to the Member, the Board of Governors, and Matthew Linderman; Appropriate letters documenting this grievance be placed in the Members membership file.

Motion: On a motion made by Steve Roth and seconded by Bill Berkowitz, the Board accepts the recommendation of the Grievance Committee. 3 Board Members recused themselves.

Grievance 06-2025

Rick Chavis presented the report and recommendation of the Grievance Committee in regard to a grievance complaint filed by Danny Schulman, Chair of Golf Committee against a Member for alleged disrespectful and abusive remarks towards Staff in the Ladies Golf Locker Room. This behavior is in violation of the Club's Bylaws, Article X, Section 10.02 and as such endangers the welfare, safety, harmony, and good reputation of the Club and its Members.

Detailed reports regarding the incidents were provided to the Board for review.

The Grievance Committee recommends the Member be suspended from all activities and venues at Boca West Country Club for a period of one month, while in residence; Appropriate letters of apology to the Board of Governors, Matthew Linderman and the Ladies Locker Room Attendant; Appropriate letters documenting this grievance be placed in the Members membership file.

Motion: On a motion made by Mark Haberman and seconded by Arthur Schwartzman, the Board unanimously accepts the recommendation of the Grievance Committee.

<u>Adjournment</u>

There being no further business to discuss, the meeting adjourned.

April 24, 2025

Philip Edwards and Bob Schwartz absent

Boca West Children's Foundation Report – Richard Zenker

Richard Zenker provided an update on recent changes with Florida legislature as it relates to federal funding for non-profit charities. This past year fund raising was lucrative for the Boca West Children's Foundation. The Foundation's Board is currently working on strategies to raising more funds for the next year.

Bikes for Tikes

In its third annual Bikes for Tikes Program the Boca West Children's Foundation is on track to donate over 500 bikes and helmets to "our" kids during the annual Bikes for Tikes program. Special thanks to the incredible generosity of Boca West Country Club members,

This initiative, launched during COVID to encourage physical activity, healthy lifestyles, and independence, continues to grow. Roots and Wings received nearly 300 bikes, which have already been distributed to children who achieved their reading goals. Logistics are now being finalized for the distribution of bikes to the YMCA and the Fuller Center.

Summer Camp

This summer, the Foundation is once again giving "our" kids unforgettable camp experiences, with camp grant applications currently under review by our Grant Committee. The following camps have requested funding:

- Overnight YMCA Camp: children from the Boys & Girls Club will enjoy a week away, gaining independence and learning to live and grow together.
- Ballstars Basketball Day Camp: Founded by retired NBA All-Stars Otis Birdsong and Micheal Ray Richardson, this one-week camp will welcome up to 50 children who will improve their game—and more importantly, learn teamwork and life lessons from the pros. Stop by and say hello!
- FAU Band Camp: 200 students will explore the joy of music while learning to play instruments under the guidance of professional music educators. The camp concludes with a final concert open to the public.
- JCC Camp Kavod: Palm Beach County's largest special needs camp, serving more than 150 children and teens (ages 3–22+) through inclusive, enriching summer experiences.
- Nat King Cole Generation Hope Summer Strings Camp: Celebrating 16 years, this two-week music camp for string students in under-resourced communities wraps up with a free community concert. Want to attend? Email info@natkingcolegenhope.org to be added to the invite list.
- Boca West Pickleball Camp: A summer favorite! Each week, about 35 children from our partner charities enjoy top-tier instruction from our racquet sports team—John Joyce, Rob Norton, Matt McInerny, Art Snow, and Maria Tato. Campers receive sneakers, socks, a shirt, hat, drawstring bag, and lunch. We continue to look for volunteers. Members who are interested can reach out directly to the Foundation.

Approval of Minutes

Motion: on a motion made by Jeanine Banks and seconded by Arthur Schwartzman, the minutes of March 25 and March 27, 2025 Board meetings were unanimously approved.

Chairmans Report – Jeanine Banks

Jeanine Banks shared the Boca Raton Chamber of Commerce Connection quarterly magazine, featuring Matthew Linderman on the front cover. The magazine contains an article featuring Matthew and Boca West as it relates to advancing local commerce as the Largest Private Country Club in Florida. Mrs. Banks discussed the importance of active visibility and its positive effect on Boca West both internally and externally. Board Members were reminded of their representation of Boca West and encouraged to be visible whether it be in community outreach or among membership. Mrs. Banks congratulated Matthew on his proven and tireless commitment to our Board, Members and Staff, promoting the Boca West brand, his networking alongside prominent business, state and local leaders and for his commitment to quality standards dedicated to advancing the Club and Hospitality business segment. The Board applauded Matthew and this recent public recognition.

Boca West Community Advisors

The Community Advisors Steering Committee's quarterly meeting took place on April 21, 2025. It was followed by the monthly Community Advisors Leadership meeting with Danny Bejarano, Michael Eustace, Jeanine Banks and Matthew Linderman attending. These monthly meetings have fostered leadership dialog and have furthered collaboration and understanding between the Master Association and the Club. The Master Association provided an update on the FPL lighting project, the Glades Road entrance project and shared early renderings to the Committee. Boca West Master Association and Club Management are collaborating on EV charging stations.

The Board of Governors were encouraged to attend the Master Association's ribbon cutting scheduled for April 23. Nine Board of Governors to date have confirmed their attendance.

Committees

The Chairs and Vice Chairs were reminded of the importance of setting goals with the Department Heads and committee members. Committee Goals are to be submitted to the Executive Office by May 5, 2025. Chairs will be asked to report on their committee's progress throughout the Board year at future Board Meetings.

General Business

The Annual Board Retreat will be held at the end of June. We are currently in the process of finalizing the date, agenda and speakers.

The Legal Committee is working on revisions to the Club's Bylaws. Once finalized, the revisions will need to be voted on and approved by the Membership at a Special Meeting of the Members.

Bi-Monthly Chair and Vice Chair meetings with the Chairman of the Board have been set for the entire Board year. These meetings are intended to create synergy, collaboration, sharing best practices and fosters discussion among peers. The first meeting of the Chairs took place on May 1. It was a very open and participative discussion. The next meeting of the Vice Chairs will be held on May 21.

At the conclusion of today's Board meeting, the Board will reconvene for an educational session on the Club's Budget and Financial model, presented by Arthur Schwartzman, Joan Attermann and Kathy Campbell, CFO. All Board Members are required to attend. This educational session is first in a series that will be offered throughout the year to advance understanding and encourage discussion of key topics for Board Members.

General Managers Report – Matthew Linderman

Financial Flash Report

For the period of April 1 through April 17, 2025:

Golf Operations revenue and rounds are currently greater than budget and slightly down compared to last year.

Golf and Racquets Retail Merchandise revenues are experiencing a strong April, with both ahead of budget and last year.

Fitness and Spa are experiencing a strong April with revenues and services ahead of budget and last year.

Food and Beverage restaurants are experiencing a strong April with revenues greater than budget by $107,000 and covers 3,100 greater than budget.

Catering and House revenues are ahead of budget due to the timing of events.

Delinquent Dues, Foreclosures and Downgrades

There are currently 12 delinquent Members and eight of those have been delinquent for more than one year; one of the 12 are under contract to sell to new Members and another two are close to foreclosure. Last year at this time, there were 15 delinquent members and six of those were from previous years.

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

As of April 24, 2025, there are currently 2,200 Golf players, which is up 124 players from last year. This equals the number of players to fiscal year 2006/2007. There are currently 355 Racquet Sports players, which is up 13 players from last year. The Racquet Sports community has not had these many players since fiscal year 2011/2012.

Human Resources

Matthew reported that the Director of People search is currently underway with an Executive Recruitment Search Firm.

The Human Resources department is currently working with each department to determine how many employees will be needed next season; however, we expect that the H-2B staffing numbers should be comparable to this season with an expected return ratio of 65 percent.

The Club's Immigration attorney has sent in the request for the Prevailing Wage Determination from the Department of Labor and we expect to receive the Final Wage Determination mid-May.

The Employee Wellness Fair was hosted on April 18 and was extremely successful with over 300 employees in attendance and more than 150 employees participated in the health screening administered by our health insurance provider.

The Human Resources department hosted a local job fair on April, 7 and 8 and there were 66 applicants in attendance over both days.

The Club will be welcoming 33 J-1 employees from Portugal and Ireland end of June through September and October.

On May 19 we will welcome 24 university students who have been selected to join our Hospitality Management Internship program, a 12-week rotational career learning experience combined with leadership training, the Florida Ready to Work Soft Skills Certification and a "Day of Service". Additionally, this year, we will be welcoming a group of 10 interns through Junior Achievement of South Florida, who will participate in a specialized track designed to introduce high school students to the dynamic world of private clubs. These students will gain firsthand experience in various departments, build professional skills, and engage with fellow employees as mentors, offering them an inspiring glimpse into future career pathways in hospitality.

The current number of employees is 1,056 compared to 971 last year.

General Business

New this year: the Club has created a Summer brochure detailing all the events and activities around the Club. The Brochure will be available to the Membership at the end of May.

Current Club Projects and Construction

Tree pruning for the reconstruction of Palmer I will be starting next week with the major construction beginning in March 2026. Palm Beach County has been engaged on Course 1 permitting.

The Club hosted a pre-construction bid meeting for the Golf Course Construction. There were four different contractors in attendance wanting to bid on the project. The meeting was well organized by Mazzella Golf Renovations, the Club's Golf Course Project Management firm. Jason Straka and Club Management were also in attendance. The bids are due back to Mazzella on May 16.

The Club's micro website that was introduced for the Club Capital Improvement Program had over 22,000 visits to the site with the Frequently Asked Questions section being the most visited. The micro website is still live and will be updated during Construction.

Nothing new to report for the ongoing Construction litigation with T&G Contractors. Mediation continues.

In closing, Matthew Linderman announced that Jeanine Banks has been nominated for the 2025 Club President of the Year award by Board Room Magazine. Jeanine is one of 22 club presidents recognized nationwide. The entire board congratulated Jeanine Banks for this outstanding achievement and well-deserved recognition.

Jeanine Banks announced Jon Schraub has been appointed to the Board of Professional Advisors for the Boca Raton Regional Hospital Foundation.

Audit Committee – Linda Singer

Linda Singer reported that the Committee has executed an engagement letter for Holyfield and Thomas CPA firm to conduct the Club's annual 401K audit. The contract is in line with budget and last year.

Communications and Marketing Committee – Robin Shulman

Robin Shulman provided an analysis of the Club's website and APP usage. Website usage has declined slightly; however, the APP usage has increased.

Finance Committee– Arthur Schwartzman

Arthur Schwartzman reviewed the financial highlights for the month end March 2025 reflecting that financials are better than budget and revenues in all categories exceed budget.

Golf Committee – Danny Schulman

Travis Wehrs, Director of Golf, and Michael Bove, Head Golf Professional, participated in the Play Yellow Birdie Bash on April 14. They were teamed up to play 81 holes in support of the South Florida PGA Foundation and Nicklaus Children's Health Care Foundation. The event raised over $300,000 and Travis and Mike made 39 birdies throughout the day.

Nothing to report in addition to the Committee minutes already submitted.

House and Activities Committee – Alan Lustrin

Alan Lustrin reported that the Committee discussed the Club's Summer programs for Activities and Food & Beverage Departments.

Human Resources – Teri Cox

Teri Cox reported that the first committee meeting of the year was held on April 7 with the Departments Leadership. The committee will meet monthly or more frequently, as needed.

For the first time in Club history, an article from the Human Resources Committee will be featured in the Boca West magazine. The piece highlights the exceptional dedication of our Staff, who consistently arrive at work with a positive attitude and a commitment to serving our membership, despite any personal challenges they may face and our appreciation of them.

Leadership Program – Joan Attermann

The first session of the Leadership Development Program was held on April 16, 2025. The participants met key Club and Board Leadership and had the opportunity to introduce themselves. An overview of the Agenda for the remaining sessions was also presented.

Legal – Jonathan Schraub

Nothing to report at this time.

Lifestyle and Wellness Committee – Barry Roberts

Barry Roberts reported on the successful Bunny Hop Fun Run, noting that committee members volunteered at the event, significantly contributing to its overall success.

A soft opening will be held for the Spa Showers today. There have been many challenges and obstacles in the renovation of these specialty showers.

Barry Roberts shared statistical check-in data for Aquatics, Fitness and Spa.

The committee presented the following proposed policy for cell phone usage at the Aquatics Center:

To ensure a respectable environment for all Members and Guests, the use of cell phones at the pool is permitted with the following guidelines:

- **Speakerphone use is not allowed.** All phone conversations must be conducted using the handset, earbuds, AirPods, or similar personal listening device.
- **All audio must be private.** Music, videos, games, and FaceTime or video chats must be listened to using headphones or earbuds – not through phone speakers.
- **Ringtones and alerts should be kept at a low volume or set to silent.**
- At no time should other members and/or guests be able to hear your device's audio or your phone conversation.

We ask all Members and their Guests to be mindful of those around them and help preserve the relaxing environment enjoyed by everyone at the pool.

Motion: On a motion made by Barry Roberts and seconded by Robin Shulman, the Board unanimously approves the proposed policy for cell phone usage at the Aquatics Center as presented above.

Membership Committee – Mark Haberman

Membership Statistics

As of April 22, 2025, closed and pending sales to new Members were 104 compared to 116 last year.

Board Approvals Needed

Motion: On a motion made by Mark Haberman and seconded by Linda Singer, the Board unanimously approves the new Member nominees as presented to the Board.

Racquet Sports Committee – Steve Roth

Steve Roth reported on the success of the End of Season Dinner.

Grievance 07-2024 – Member Request

Steve Roth presented a letter from the Member involved in Grievance 07-2024 appealing to the Board to amend the terms of the Boards final ruling as it relates to a permanent ban from all organized Play.

Motion: on a motion made by Steve Roth and seconded by Robin Shulman, the Board unanimously approved an amendment to the Board final ruling: The Member involved in Grievance 07-2024 will be permitted to participate in game arranging within Racquet Sports; however, the permanent ban will remain in effect for all organized external play and Club representation.

BWMA – Steve Roth

Steve Roth reported that the Master Association held its first board meeting on April 23, 2025.

Retail Committee – Linda Singer

Linda Singer shared an overview on discussion from the Committees first meeting.

Emily Gifford is working on branding for the Club's 40th year anniversary.

Unscheduled Topics

No unscheduled topics discussed.

Adjournment

There being no further business to discuss, the meeting adjourned to Executive Session at 12:30pm.