BOCA WEST
COUNTRY CLUB

# MINUTES

| | |
|---|---|
| **MEETING:** | Board of Governors |
| **DATE:** | August 21, 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, L. Singer |
| **MEMBERS ABSENT:** | R. Shulman (with notice) |
| **PARTICIPANTS:** | M. Linderman, K. Campbell, L. Stefaniw |
| **FOR INFORMATION:** | The Board of Governors |
| **ISSUED BY:** | Jeanine Banks |
| **ISSUE DATE:** | September 22, 2025 |

Approval of Minutes

**Motion:** on a motion made by Jeanine Banks and seconded by Alan Lustrin, the minutes of June 24 and 26, 2025 Board meetings were unanimously approved.

Chairman's Remarks – Jeanine Banks

Jeanine Banks welcomed the Board to the Summer Board Meeting and congratulated Jon and Carla Schraub on the birth of their new granddaughter, Margaret Ann, aka "Maggie".

**Boca West Master Association**

The Master Association welcomed Mary Banmiller as the new Executive Director.

Jeanine Banks, Joan Attermann, and Arthur Schwartzman reviewed the Master Association's proposed 2026/27 budget and offered feedback/recommendations to the BWMA leadership. Jeanine Banks also presented key highlights of the proposed budget to the Board and the most recent BWMA Board meeting.

**Boca West Cares**

In the spirit of support for their continued community outreach and impact upon our membership, the Chairman presented her recommendation and request to invite the Co-Presidents of the Gilda Malin Boca West Chapter of Hadassah and the President of the Boca West Chapter of the Pap Corps to the October and November Board meeting respectively. The Board unanimously agreed to invite the Boca West Chapter Charities, Hadassah and Pap Corps to the upcoming Board meetings to share their goals and highlight their impactful work.

The Chairman thanked the Board and Management for their continued support of Habitat for Humanity. The dedication of the Club's sponsored Habitat for Humanity home is scheduled for tomorrow, August 22. This marks Boca West's fifteenth sponsored home, and Mrs. Banks, as well as several Board members will be attending the ceremony.

**Board Retreat**

Jeanine Banks provided an update on the upcoming Board Retreat to be held on September 28th and 29th.

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

**Financial Flash Report**

For the period of August 1 through August 20, 2025:

Golf Operations are experiencing a strong August, with revenues ahead of budget and last year.

Golf Retail Merchandise revenues are slightly ahead of budget and 26% higher than last year due to strong equipment sales.

Fitness and Spa are experiencing a strong August with revenues and services ahead of budget by 15% and 29% higher than last year.

Food and Beverage restaurant revenues and covers are greater than budget with revenues are over $80,000 greater than budget and covers over 3,665 greater than budget.

**Delinquent Dues, Foreclosures and Downgrades**

There are currently nine delinquent Members and six of those have been delinquent for more than one year; one of the nine are pending foreclosure. Last year at this time, there were 12 delinquent members and nine of those were from previous years.

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

As of August 20, 2025, there are currently 2,191 Golf players, which is up 115 players from last year. This equals the number of players to fiscal year 2006/2007. There are currently 357 Racquet Sports players, which is up 15 players from last year. The Racquet Sports community has not had these many players since fiscal year 2011/2012.

**Department Head Introduction**

Pedro Aristud, Director of Facilities, newly hired Department Head was formally introduced to the Board. Pedro was welcomed and we look forward to having him on the Leadership Team.

**Technical Assistance Advisement (TAA) – Florida Sales Tax Holiday**

Matthew Linderman reported that our representative at Pricewaterhouse Coopers International (PWC) has not received a response from the Auditor at the Department of Revenue and our case has been escalated to the Supervisor. PWC is preparing to escalate to the Taxpayers Right Advocate for a resolution.

**Club Capital Improvement Program**

Five of the ten projects outlined in the Club Capital Improvement Plan approved by the Membership are underway. The Country Club Walkway expansion in on target for completion in September. Construction of the west racquets facilities continues. The permits for the loading dock were approved last week.

Matthew Linderman provided a brief update for the ongoing Construction litigation with T&G Contractors as well as an update on the repair work.

**General Business**

The Club, in partnership with the Master Association has completed the annual Non-Equity study. There are currently 172 Non-Equity units.

We have received reports from out neighboring Clubs that they are increasing their annual dues by 8% to 9%.

Matthew shared some Club usage statistics:

- Year to date Golf Rounds – 126,000. The Club has never had this level of play.
- Year to date Restaurant Meals – 679,000 compared to 552,000 last year.
- Year to date Pickleball – 32,000 compared to 22,600 last year.
- Year to date Tennis – 14,600 compared to 13,300 last year.

**Human Resources**

Matthew Linderman shared an exciting new program: PROMISE Path: Leadership Development Program, running from **August 11 to December 1, 2025**.

This 16-week program is designed to develop high-potential managers through a comprehensive journey grounded in the PROMISE values and core leadership competencies. It includes classroom workshops, mentorship, job shadowing, Predictive Index insights, and a project-based leadership challenge.

We have 11 mid-level managers nominated to participate in this program.

In closing, Jeanine Banks recognized Matthew Linderman for celebrating his 20th anniversary with Boca West. He has led us admirably throughout the years and is an accomplished and celebrated visionary leader that is the envy of the Club industry. Thank you for your dedication and commitment to the Club, and for all the work you do.

Finance – Arthur Schwartzman

Arthur Schwartzman provided a nine-month financial review. Revenues in all categories are higher than last year.

Golf Committee – Danny Schulman

At the June Golf Committee meeting, the Committee voted in favor of adding structure and standardization to private cart ownership with a trail fee for use on the golf course. This is an important step as golf carts continue to become larger, faster, and more customized. Establishing clear guidelines ensures consistency and protects the long-term interests of the club. Although this decision affects a few Members, it is the right move for the club both now and in the future.

It is also important to note that large multi-seat carts will continue to be permitted as "street carts" for travel to and from the Club; however, they will not be allowed for use on the Golf Course. Ongoing coordination with the Master Association will also be essential should additional cart standardization efforts be pursued.

This was unanimously approved by the Executive Committee

**Motion:** on a motion made by Danny Schulman and seconded by Arthur Schwartzman, the Board voted with majority to accept the updated Private Golf Cart Ownership with Trail Fee rules and requirements for Private Golf Cart use on the golf course and all other golf properties as follows:

**The following are required:**

1. Four-wheel electric golf cart with sun top and two seats.
2. Similar style & size to standard golf carts such as those in the Club's golf cart fleet.
3. Current trail fee stickers, visible on both sides of the golf cart.
4. Standard factory color (white, black, beige, navy blue, red, silver, and gray)
5. Recessed headlights

6. Recessed taillights/brake lights
7. Sand buckets or sand bottles
8. Clear or tinted windshield
9. Standard factory horn
10. External rear view mirrors
11. Turn signals
12. Hazard lights
13. Audible notification when in reverse

**The following are acceptable:**

1. Dash and overhead storage
2. Seat covers
3. Scuff guards
4. Five panel “wink” or rear-view mirror
5. Club and ball washer
6. Small cooler in sand bucket position
7. All weather curtains
8. Floor mats
9. Sweater basket
10. Heater or fan
11. GPS units
12. Bluetooth speakers
13. Convertible rear seat kits not to exceed 6’ from the body of the cart

**The following are prohibited:**

1. Oversized and trail tires (tires must be 14” or smaller)
2. Lift kits
3. Offensive language, images or logos
4. Permanent rear seat kits including extensions
5. Total cart length exceeding 99 inches
6. Total cart height exceeding 78 inches

**Additional Information:**

1. As of September 15, 2025, all trail fee carts must comply with the standards above.
2. Carts are not to exceed 22 mph on club or golf course property.
3. All trail fee carts must pass an annual inspection by the golf cart fleet manager.
4. The appearance and condition of golf carts is critical to maintaining the overall visual quality of Boca West Country Club and its surroundings. Boca West reserves the right to strictly enforce the highest level of maintenance for private carts.

Human Resources – Teri Cox

**International Hiring H2B Visa Process**

The recruiting trip to South Africa was a success and 106 offers were extended to new applicants. We have an exceptionally high return rate for the 2025/26 season, with 312 offers accepted by returning employees (74%).

**Employee Events**

The Annual Employee "Family Fun Day" was held on August 4 and was a resounding success with 350 employees and their families in attendance.

In alignment with the Club's PROMISE value of "We are Active," Boca West continues to extend the privilege of limited facility access to our employees during the summer months. This year, we offered Pickleball, Golf, and Yoga clinics, as well as Spin and Zumba classes, all of which have seen enthusiastic participation. Our team members truly value this special opportunity to enjoy the Club's amenities during the summer season.

**Hospitality Management & Junior Achievement Internship**

The Hospitality Management Internship concluded on August 8, with all 24 university students successfully completing the 12-week program which started in May. We also concluded our Junior Achievement high school internship program with seven successful graduates.

**Staffing**

The current number of employees is 683 compared to 626 this time last year.

Investment Committee – Teri Cox

Teri Cox reported that the Investment Committee met on August 20, 2025 to review the Club's employee 401k plan and investment selections. There are currently 424 employees eligible to participate in the Club's 401k plan with 385 employees participating, 91% participation rate.

Legal – Jonathan Schraub

Jonathan Schraub presented a request from a Member appealing to the Board to refund the joining fees on the purchase of a second unit without the sale of their original first unit. The Internal Transfer policy does not allow for this exception.

**Motion:** on a motion made by Jonathan Schraub and seconded by Philip Edwards, the Board unanimously affirms the Club policy not to refund the Joining Fee on the sale of the second unit.

Membership Committee – Mark Haberman

**Membership Statistics**

As of August 21, 2025, closed and pending sales to new Members were 160 compared to 186 last year.

**Board Approvals**

**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.

Mark Haberman reported there is a request for the approval of a six-month extension to hold the equity refund for a Member, and a request for the approval of a second six-month extension to hold the equity refund for a Member while they seek new residences within Boca West

**Motion:** On a motion made by Mark Haberman and seconded by Bill Berkowitz, the Board unanimously approves both requests presented.

Nominating Committee – Joan Attermann

The three Board members on the Nominating Committee have chosen the following six members, in good standing of our Club, to serve on the 2025/26 Nominating Committee as members at large: Lane Klein, Robert Lerner, Steven Milhauser, Lori Okun, Donald Sussman and Sherry Zimet.

**Motion:** On a motion made by Joan Atterman and seconded by Philip Edwards, the Board ratifies the Nominating Committee as presented for the 2026 Board election.

Ombudsman – Philip Edwards

Philip Edwards reported on one issue submitted to the Ombudsman.

Unscheduled Topics

Philip Edwards shared that he will be the keynote speaker for the Boca West Chapter of Pap Corps opening breakfast on October 21, 2025. Jeanine Banks will present the Invocation at the Breakfast. All Board members were encouraged to attend.

Adjournment

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