BOCA WEST
COUNTRY CLUB

# MINUTES

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| **MEETING:** | Board of Governors |
| **DATE:** | May 21, 2026 |
| **MEMBERS PRESENT:** | A. Schwartzman, R. Schwartz, J. Schraub, J. Attermann, B. Berkowitz, G. Berkowitz, T. Cox, J. Lasker, A, Lustrin, B. Roberts, R. Roth, S. Roth, D. Schulman, R. Shulman, L. Singer, J. Banks (ex-officio) |
| **MEMBERS ABSENT:** | |
| **PARTICIPANTS:** | M. Linderman, K. Campbell, L. Stefaniw |
| **FOR INFORMATION:** | The Board of Governors |
| **ISSUED BY:** | Arthur Schwartzman |
| **ISSUE DATE:** | June 22, 2026 |

Boca West Children's Foundation – Richard Zenker

Arthur Schwartzman welcomed Richard Zenker to present the Boca West Children's Foundation report.

Richard Zenker provided an update on the Foundation's recent successes, highlighting another strong year of events and fundraising efforts that generated significant support for disadvantaged children and families throughout Palm Beach County. He noted that many of the Foundation's charitable partners continue to face challenges due to massive reductions in government funding and assistance, increasing the importance of the Foundation's support. While the Foundation remains in a strong financial position, Mr. Zenker emphasized the need to further expand awareness and engagement within the Club, particularly among new Members.

He also highlighted several upcoming dates for Board awareness, including a new event, Pickleball Cup on November 2, 2026, the Annual Gala on January 21, 2027, and the Annual Golf Challenge on March 15, 2027.

Approval of Minutes

**Motion:** on a motion made by Danny Schulman and seconded by Robert Roth, the minutes of April 23, 2026 Board meeting were unanimously approved.

Chairmans Remarks – Arthur Schwartzman

**Line of Credit Renewal**

Arthur Schwartzman provided an update on the Club's Line of Credit renewal process. He reported that meetings were held with two financial institutions, both of which submitted term sheets for consideration. The proposed terms and conditions were largely comparable, a result he attributed in part to the strong relationships Kathy Campbell, CFO, has cultivated with representatives at both banks.

Arthur noted that both proposals included an accordion feature, providing the Club with additional borrowing capacity should it be needed in the future. This flexibility is viewed as an important component of the Club's long-term financial planning, particularly as the Club prepares for future Capital Improvement Program initiatives that require Membership approval.

After careful review, the Club has elected to renew its Line of Credit with Fifth Third Bank. However, management will continue to evaluate other banking relationships and opportunities as circumstances warrant.

**Grievance Process**

The Grievance Process Handbook has been completed, concluding a project that began last year. Arthur Schwartzman expressed appreciation to Jeanine Banks, Bob Schwartz, and Jonathan Schraub for their significant contributions to the development of the handbook. The handbook is intended to provide Members with a clear understanding of the grievance and pre-grievance processes and will be included with the initial correspondence sent to Members regarding a grievance matter. It will serve as a resource outlining the procedures, expectations, and steps involved throughout the process.

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

Arthur Schwartzman reported on the ongoing sales tax refund matter, noting that the Department of Revenue's Informal Dispute Resolution Group has received the executed Board Resolution approved at the April 23, 2026 Board Meeting. At this time, no additional updates have been provided, and the Club continues to await further guidance from the Department.

**Construction Litigation**

Matthew Linderman and Arthur Schwartzman provided an update on the status of the ongoing construction litigation with Trial set for August 2026.

**Executive Ad-Hoc Legal Committee**

Arthur Schwartzman reported on the Executive Ad-Hoc Legal Committee meeting held on May 13. Attendees included Arthur Schwartzman, Jeanine Banks, Joan Attermann, Jonathan Schraub, Bob Schwartz, Matthew Linderman, Peter Blacklock, In-House Counsel, and Leslie Kennedy, Director of Membership and Marketing. Arthur reviewed the matters discussed by the Committee.

Following Board discussion, it was noted that a Special Board Meeting will be scheduled in June to continue the review of these matters.

Arthur also reported that the Committee reviewed the timing of proposed bylaw amendments currently anticipated for the fall. The Committee recommended postponing the Member vote until the spring to allow additional time for review and communication.

**General Business**

The Annual Board Retreat will be held at the end of September. The date, agenda and speakers are to be finalized.

The ribbon cutting for the Racquets Center is scheduled this afternoon. John Joyce, the Club's former Director of Racquet Sports will in attendance.

Arthur Schwartzman noted that, at the conclusion of the Board meeting, Leslie Kennedy, Director of Membership and Marketing, will provide the Board with an overview of the Membership Department, including its functions and responsibilities.

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

**Financial Flash Report**

For the period of May 1 through May 17, 2026.

Golf Operations revenues and rounds are ahead of both budget and the prior year despite the closure of Course 1.

Golf Retail Merchandise and Equipment revenues are also experiencing a strong May, exceeding budget.

Fitness and Spa services continue to perform well, with revenues ahead of budget and the prior year.

Catering revenues are ahead of budget due to the addition of unbudgeted events. Food and Beverage May revenues are approximately $111,000 ahead of budget, with covers exceeding budget by approximately 2,200.

**Delinquent Dues, Foreclosures and Downgrades**

There are currently 10 delinquent Members and five of those have been delinquent for more than one year. Last year at this time, there were 10 delinquent members and six of those were from previous years.

As of today, there are no foreclosed units compared to one at this time last year.

As of May 19, 2026, there are currently 2,239 Golf players, which is up 48 players from last year. This is on par with the number of players in fiscal year 2006/2007. There are currently 324 Racquet Sports players, which is down 35 players from last year. The Racquet Sports community has not had these many players since fiscal year 2014/2015.

**Employee Recognition**

Matthew Linderman introduced Austin Jarchow, PGA Teaching & Performance Coach, to the Board and recognized him for qualifying to compete in the PGA Professional Championship, one of the most prestigious events for PGA Professionals. Austin earned his place in the championship by winning the Midwest Section Championship and competed among a distinguished field of professionals representing PGA sections from across the country. The Board congratulated Austin on this outstanding accomplishment and thanked him for representing Boca West on the national stage.

**Human Resources**

Matthew Linderman reported that preparations for the upcoming seasons International Staff are progressing. The Club has received the Prevailing Wage Determinations from the Department of Labor for all H-2B positions. The Human Resources department is continuing to work with immigration counsel and Workaway International on the H-2B application process. All J-1 participants have secured their visas and are scheduled to begin arriving in June. Employee housing remains available through the summer to accommodate Hospitality Management Interns and international staff.

The Club's Hospitality Management Interns have begun their summer internships across multiple departments and that the latest Leadership Development Program cohort recently graduated, reflecting the Club's continued investment in developing future leaders.

Representatives from the University of South Carolina visited Boca West Country Club on May 18 as part of a Hospitality Innovation Tour. During their visit, the group spent the day touring the Club's facilities and meeting with department managers to gain insight into Boca West's operations, service standards, and innovative approaches to club management and hospitality.

Matthew also highlighted several employee engagement and development initiatives, including the successful Employee Game Night, with more than 400 employees in attendance, as well as ongoing educational, wellness, and recreational programs offered to staff.

This season, we proudly celebrated the graduation of our latest Leadership Development Program (LDP) cohort. Through workshops, mentorship, collaborative projects, and real-world leadership experiences, these 12 participants strengthened their skills in communication, accountability, service excellence, and values-based leadership. The program reflects Boca West's continued investment in developing future leaders from within and reinforces our commitment to building a strong, people-first culture grounded in our PROMISE.

The current number of employees is 1,111 compared to 1,073 last year.

**Club Capital Improvement Programs**

Matthew Linderman reported that the West Racquets Complex has been substantially completed. The remaining 12 pickleball courts and the Stadium Court are expected to be completed by mid-June.

The Administration and Operations Building remains on schedule, and the Loading Dock project is targeted for completion in July.

Construction on Phase I of the Golf & Activities Building has commenced, with demolition of the Locker Rooms now underway. The goal is to turn over the renovated Ballroom prior to Labor Day and complete the Locker Room renovations by Thanksgiving.

Work on the East Racquets Complex will begin the week following Memorial Day, with demolition scheduled to commence immediately. As part of the project, the Country Club parking lots adjacent to the construction area will be closed.

Golf Course I renovation progress continues to be very positive. Matthew noted that the new short course is expected to become an iconic amenity for the Club. Plans are being made to arrange a course tour for Board members. Construction of the new Starter Building is now vertical, and work has also begun on the Comfort Stations.

**General Business**

Matthew Linderman reported that the Summer Brochure has received positive feedback from Members. Management is currently reviewing lunch outlet operations and hours based on volume and business demand.

Woodfield Country Club has requested the use of the Club's pool facilities during the summer months while renovations to its aquatics complex are underway. Woodfield allowed Boca West Members to utilize its pool facilities while the Club's aquatics facilities were under construction.

As reported at the April Board Meeting, RSM has completed its IT Risk Assessment. Management has reviewed the discovery and recommendations and will be meeting with RSM to review the recommended roadmap. A Special IT Projects Committee meeting will be scheduled to review the findings and recommendations in greater detail. The timing is favorable, as any recommendations can be evaluated and incorporated into the upcoming budget planning process.

Matthew Linderman reported that a Letter of Intent has been provided to a local physical therapy group, noting that the practice's primary offices are located on U.S. 441 and that a significant number of Members already utilize their practice. Operations are anticipated to begin in October, with a formal announcement to the Membership expected in the upcoming weeks.

Communications and Marketing – Teri Cox

Nothing in addition to Committee minutes.

Finance Committee and Treasurer Report – Joan Attermann

Joan Attermann reviewed the operational highlights through April 2026, noting that while certain expense categories are tracking above budget, these variances have been offset by favorable variances in salaries, wages and benefits, as well as Member activities.

Overall, the Club continues to perform better than budget; Club operations remain on target and well within Management's control, the balance sheet remains strong, and home sales are trending upward.

Golf Committee – Danny Schulman

Danny Schulman provided highlights from the May Committee meeting which included a tour of the new Par 3 Short Course currently under construction.

Matthew Linderman and Danny Schulman provided details on the plan to address Course 3 conditions.

House and Activities Committee – Robin Shulman

Robin Shulman provided an overview of the May Committee meeting discussions and shared that the Committee is reviewing November Theme Night and the Dining Dress Code.

Leadership Program – Barry Roberts

The second session of this year's Leadership Program was held on May 13, 2026. The agenda was robust and consisted of "Who we are", the distinction between the Club, the Master Association, Villages and Boca West Community Advisors; the relationship between the Club and the Master Association; an overview of the Country Club governance and operations.

The second session was engaging with active participation and each participant was given a Summer project. The third session is scheduled for October 14, 2026.

Lifestyle and Wellness Committee – Alan Lustrin

Alan Lustrin reviewed highlights from the recent Lifestyle & Wellness Committee meeting, the meeting was held in an interactive format within the Fitness Center.

Membership Committee – Linda Singer

**Membership Statistics**

As of May 20, 2026, closed and pending sales to new Members were 153 compared to 123 last year.

**Board Approvals**

Linda Singer presented a Special Designee Nominee to the Board.

**Motion:** On a motion made by Linda Singer and seconded by Bill Berkowitz, the Board unanimously accepts the recommendation to accept the Special Designee application.

Racquet Sports Committee – Steve Roth

Steve Roth reported that the excitement in the Racquets community is at an all-time high with the ribbon-cutting ceremony for the new Racquet Sports facility scheduled for later in the day.

Retail Committee – Gary Berkowitz

Gary Berkowitz provided highlights from the May Committee meeting

BWMA – Steve Roth

Steve Roth reported on highlights from the recent Boca West Master Association Board of Directors meeting. The sound barrier project along the Florida Turnpike from Waters Bend to Yamato Road has already received state approval. The Master Association is actively advocating for an extension of the sound barrier south to Glades Road.

The Board of Directors engaged in a lengthy discussion regarding security, with a continued focus on the safety of the Boca West community.

Nominating Committee – Bob Schwartz

Bob Schwartz reported that the Committee selection process is underway. He requested that Board members submit recommendations for prospective committee members for consideration.

Educational session: Leslie Kennedy, Director of Membership and Marketing

Leslie Kennedy joined the meeting and provided an overview of operations and processes within the Membership Department.

Adjournment

There being no further business to discuss, the meeting adjourned to Executive Session at 1:15pm.