

Bayshore Windmill Village Association Co-op, Inc.

Clubhouse: 603 63rd Ave West, Bradenton, FL 34207

Board of Directors Meeting

Tuesday, January 5, 2021

3pm

Open to Shareholders only

1. Call to Order

The meeting was called to order at approximately 3:00 pm

2. Roll Call/Quorum

Bob Clausen	Present
Sam Mann	Present
Lorraine Metivier	Present
James Godfrey	Present - Phone
Mark O'Malley	Present
Cinde Partyka	Present
Steve Jackson	Present

Stacy Brown, LCAM, was also in attendance.

3. Pledge of Allegiance

Steve J. led us in the pledge of allegiance.

4. Discussion on Opening the Clubhouse

- Stacy B. presented the timeline of opening requests, appointment of a Safety Committee and possible waiver, and, the Park's attorney and insurance recommendation. Stacy recapped current COVID information, community information, CDC guidelines, staff considerations and recommendations from her as the Licensed Community Association Manager. Stacy's presentation attached.
- Linda W., representing the Entertainment Committee, presented an opening plan for Coffee and Cards. The Clubhouse would remain closed except for scheduled events. Linda's guidelines attached.

- Donna B., representing the Quilters asked to be considered for resuming quilting activities. Guidelines attached (submitted post meeting).
- Sam M. presented additional COVID facts stating December 2020 had our highest numbers to date and combined with Shareholder liability risk, this was not the right time to open. Sam also commended the thought that went into the planning presented for opening.

Steve J. made a motion to open the Clubhouse under the presented guidelines. Second by Mark O.

Bob Clausen	Yes
Sam Mann	No
Lorraine Metivier	Yes
James Godfrey	No
Mark O'Malley	Yes
Cinde Partyka	Yes
Steve Jackson	Yes

Next Scheduled Meeting

Meet & Greet the Candidates – 8:30 am, January 14, 2021 (Facebook Live)

Annual Meeting & Election – 7:00 pm, January 27, 2021

5. Adjournment

Steve J. made a motion to adjourn the Board meeting. Second by Cindy K. The meeting was adjourned at approximately 4:10 pm.

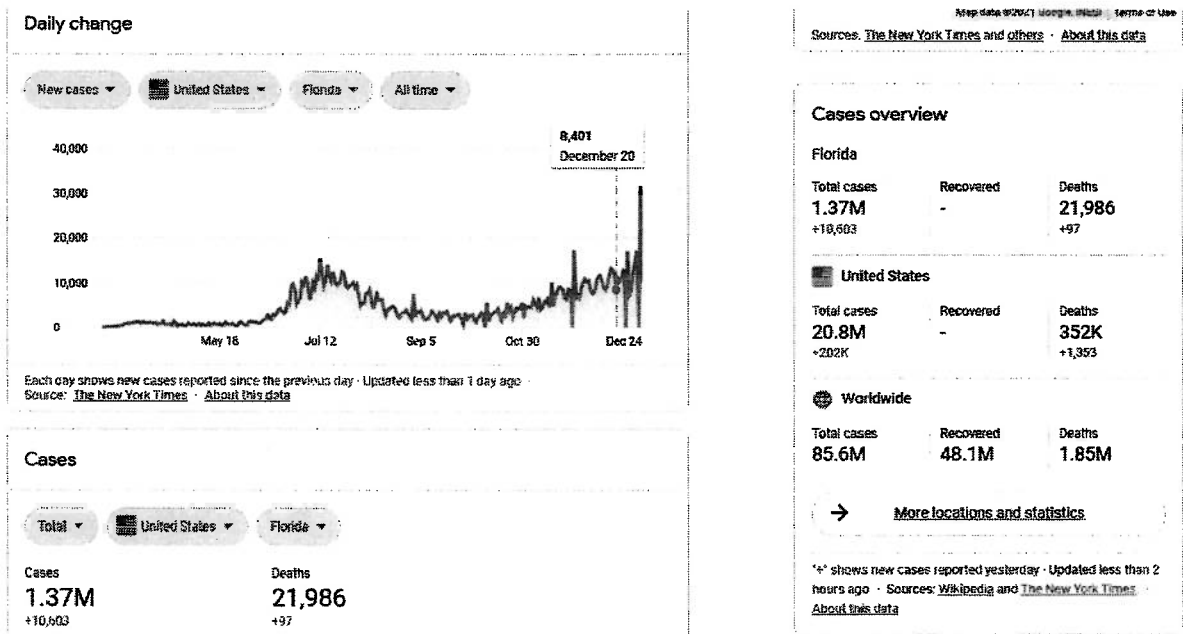
Opening

- 06/10/2020 – Opening Request. The office received a request from Mary K. to resume Bingo. The Executive Committee, acting as Covid Steering Committee, unanimously decided that no organized activities will be resumed or considered until Phase 3 of the Step-by-Step Plan for Opening the State. Because we are a Resident Owned Community, the liabilities and risk factors are too great. What the Exec. Comm. would like to see once we are in Phase 3, is a very detailed and comprehensive plan from the Rec. Comm. for any organized event that you wish to resume; bingo, coffee, cards, shuffleboard etc. Even at Phase 3, social distancing is still recommended and in particular for those over 60/65 and with underlying health conditions. Those things might include; table charts, marked spaces on the floor and tables, temperature readings, required face coverings, gloves, food and beverage guidelines, money and other paper material handling, and disinfecting guidelines for all surfaces. All of this information can be found on the websites for CDC, State of Florida, Florida Health Department and Manatee County.
- 10/28/20 - Board meeting Stacy B. presented a Safety Policy & Procedure for future events and opening of common areas. Stacy suggested a safety committee be formed from people who have demonstrated safe practices, be trained in CDC guidelines and best practices, and assign a safety captain for each event. Sam M. spoke on the importance of policies & procedures to reduce liability to Shareholders. As noted by our insurance carrier, the burden of safe practices is on us and there is no coverage for any potential claims. A vote was taken to approve the forming of a committee.
- 10/29/20 - Bob C. appointed Sam M. Safety Committee Chairman
- 10/30/20 - Sam M., Lou S. and Stacy B. met to develop policies to open. We reported to Bob C. two action item requests; a.) develop a questionnaire to qualify safety captains b.) forming a general waiver to participate. We requested that both items be reviewed by the park's attorney. Bob denied both requests.
- 11/6/20 – Bob C. reconsidered his position and presented the committee with his own waiver. Both items were then moved forward to the attorney. Scott G., the park's attorney, presented a revised waiver but summarized with the following opinion: no waiver would protect the park from liability, a waiver is only good if a resident chooses to sign it, and, you cannot stop participation if a resident chooses not to sign. Scott recommended that NO Safety Committee be formed. He also suggested that we follow up with our insurance carrier. Russ D., our insurance representative, was concerned about holding park events and opening facilities; asking if those events and access was worth the risk. He suggested that a full plan that included capacity guidelines, face coverings and sanitizing prior to and after every event be a priority. Russ was not opposed to the waiver but also stated that it does not release Shareholder's from all potential liability and insurance will not cover us for COVID related claims. Russ also had concerns for staff since the Board has been notified that the office staff is 'at risk with underlying health conditions'. The park must consider how access will impact staff safety; such as keeping kitchen, doors, tables, chairs, restrooms, etc. disinfected. Both Scott and Russ advised that 'Risk Use' signage be added to any facility that becomes available. We are currently following those guidelines.

- 11/13/20 – After presenting the information, Bob C. made a decision to not take any action on scheduling a meeting, the waiver, events or opening the clubhouse. Shuffleboard and the Christmas parade went forward as previously discussed.
- 12/30/20 – Bob C. sent an email to Board members stating that there were complaints stating I was using the clubhouse for an office as an excuse not to open and called for a vote. As outlined above and in documented Board email communications, this is simply not true. I suggested that a Board meeting could be called to discuss opening the Clubhouse.

COVID Updates & Community Info

- The majority of our community is over 65 and with underlying health conditions.
- FLAROC Survey on 12/22/20 from resident owned communities. 9 surveyed. Is the CH open; 3 yes, 6 no. Is a liability waiver required; 1 yes, 8 no. Are visitors/guest allowed; 7 yes, 2 no.
- Plantation clubhouse is still closed – not in the FLAROC group.
- 10 known case in BWV – 3 hospitalizations
- About 40% of residents come to the office without a mask – if the door is open they will enter
- UK mutation now in US and has shut down the England
- 12/30/20 Florida received 367,000 doses of the vaccine. EO 20-315 Outlines vaccine to LTC facility residents & staff, persons 65 and older, healthcare personnel with direct patient contact, extremely vulnerable hospital patients. Florida population is 21.48 million. *Source: CDC*
- Phase 3 – states that it includes a downward trajectory of the virus and health care capacity and no evidence of a rebound or resurgence of COVID-19. *Source: Ron DeSantis Safe. Smart. Step-by-Step*



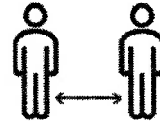
- CDC home page 1/4/21



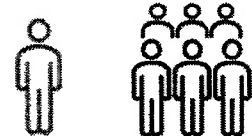
CASES ARE RISING.
ACT NOW!



WEAR A MASK



STAY 6 FEET APART



AVOID CROWDS

Coronavirus Disease 2019

COVID-19 cases, hospitalizations, and deaths across the United States are rising. Take steps to slow the spread of COVID-19.

- CDC defines 'close contact' as someone who was within six feet of an infected individual for a total of 15 minutes or more over a 24-hour period. *Source: CDC*
- CDC how to protect yourself; Older adults and people who have certain underlying conditions like heart or lung disease or diabetes are at increased risk of severe illness from COVID-19 illness. More information on [Are you at higher risk for serious illness.](#)
Three Important Ways to Slow the Spread: Wear a mask to protect yourself and others and stop the spread of COVID-19. Stay at least 6 feet (about 2 arm lengths) from others who don't live with you. Avoid crowds. The more people you are in contact with, the more likely you are to be exposed to COVID-19. *Source: CDC*

Staff Considerations

- We can't social distance in the office and we can't mask because of the phone use.
- The office upstairs has been prepared for use for over 6 months.
- Communication will be a challenge.
- All documents are downstairs; excessive stair climbing and constant opening of barrier.
- With a staff of 2.5, if one of us gets exposed or sick, you lose all of us to quarantine.

Recommendations from your Manager

- **Survey residents to see how many will participate at this time or how many would prefer to wait until a vaccine is readily distributed**
- Remember you are not making decisions about holding bingo and being entertained, you are making healthcare decisions for a group of residents that are at risk. If you sponsor an event, residents will assume that you have done it safely.
- Any event held should have a clubhouse opening time and closure time that includes sanitation of all surfaces, bathrooms/toilets and floors before and after each event.
- Clubhouse doors closed unless there is a planned event so staff can safely move about
- No food & beverage

- Mask required – those who can't mask should not attend social events
- 6' social distance required for all set up
- Temperature reading
- More hand sanitizing stations

COFFEE RULES

Starting Thursday, 01-21-2021

1. Temperature check before entering building.
2. Hand sanitizer used upon entering building.
3. Masks will be worn at all times. Masks can be removed when coffee is served.
4. Masks required when moving around the clubhouse or to and from the restroom and when leaving the building.
5. Seating on only 1 side of the table and social distancing will apply. Spouses/partners may sit together.
6. Hand sanitizer at each table.
7. Coffee will be served by volunteers wearing a mask & gloves. Raise your hand when you need a refill.
8. Residents may bring something to eat for themselves or their spouse. NO SHARING of food!
9. Tables/Chairs will be sanitized before & after the event.

CARD RULES

Starting Monday, 01-11-2021

1. Temperature check before entering building.
2. Hand sanitizer used upon entering building.
3. Masks will be worn at all times.
4. Hand Sanitizer used before playing cards. Hand sanitizer at each table.
5. Hand sanitizer used after each game. In Euchre a game can be after 10 points is reached or 45 points
6. If needed a new deck of cards will be provided each night of cards.
7. Tables/Chairs will be sanitized before & after the event.
8. ON POKER NIGHT, the Money trays need to be sanitized before and after the games.

Rules for Crafts and Quilting:

1. Prior to members arrival , tables , chairs, and restrooms will be wiped down and sanitized.
2. Members will be asked to wear masks and temperature taken upon arrival.
3. Crafters will use hand sanitizer as well.
4. Quilters will distance themselves as per CDC requests .
5. When session is over tables will be returned to original location and sanitized again and chairs and restrooms will be sanitized again.

Submitted,

Donna Brown, chairman

Stacy Brown

From: Lou Simpson <lsimpson1srq@gmail.com>
Sent: Saturday, January 9, 2021 10:43 AM
To: Stacy Brown
Subject: rules for quilting and crafts
Attachments: rules for quilting and crafts.docx

I have added sanitizing chairs and restrooms before and after

10