

## **Minutes of CVE CenClub Board of Directors Meeting Via Zoom**

**October 13, 2020**

In attendance: Jay Baimel, Beverly D'Amico, Susan Dove, Rita Pickar, Michael Rackman, Phil Raymond and Stanley Spitzer; Executive Director, Mike Burdman; Property Manager, Norma Taylor

### **Minutes:**

Stanley moved and Susan seconded to waive the reading and approve the September minutes as posted on the CenClub website; they were not printed in the October issue of the *Reporter*. Motion carried unanimously.

### **Chairperson Comments:**

Rita stated that CenClub is proud of the job they are doing in helping the residents stay safe during the pandemic. The use of facilities is still being restricted by visitors; please respect the rules so that we can continue to keep your friends and neighbors safe. The new restaurant, Old Florida Cafe, will open on November 1. During the month of October, "Food Truck Wednesday" will continue. It is urged that you watch the website for announcements on the food trucks and new restaurant; the restaurant menu will be posted soon. CenClub has moved their fiscal year to be October 1 through September 31. This change was so that it better coincides with the activities. The coupon for 2021 will remain the same.; this is still the lowest of the three coupons that we pay.

### **Treasurer's Report:** Jay Baimel

At the end of August, the checking account balance was \$678,987; in the month of September, \$924,545 was received and \$1,041,590 was disbursed for a September checking account balance of \$561,942. There are some petty cash accounts and another checking account in the amount of \$634,808.

There is currently \$900,921 in the money market account for a total cash balance of \$1,535,729. Payment #9 in the amount of \$388,518 was made on September 1 to the sellers of the Recreation property. As of September 30, the balance on the loan payable is \$1,165,554; the original balance was almost \$4.7M. Payment #10 was made on October 1; the current balance is \$777,036. 10 of the 12 installments have been paid. The final payment is scheduled for December 1.

For the five months, receipts were over budget by about \$47,000 (a large part is due to late fees); expenses were under by about \$193,000. In the five months, \$1,724 in interest was earned on the money market account.

September 30 accounts receivable was \$333,409; up from \$301,057. The increase was in the current amount. All of the 30/60 days past due are down from August by over \$22,000. The over 90 days remain unchanged.

Accounts receivable is down 18% from the \$406,383 to the current \$333,409. There are currently 8 active foreclosures and several more in the works. The collection efforts led us to locate and proceed legally against debtors residing outside of the United States in foreign countries; across the Atlantic ocean. Liens have been put on more than 50 accounts and have established deferred payment plans where appropriate. Ronnie Starone from CenClub and Norma Taylor from Bay Management deserve recognition for their recordkeeping and procedures; it's been a tremendous team effort.

Total Assets is at \$6,885,123 down from \$7,472,000; total liabilities at \$1,660,554; \$1,165,554 was the mortgage which is down from \$2,137,000 at the end of August. CenClub equity is \$5,224,569 down from \$5,335,000.

Jay mentioned that the fiscal year is being changed from October 1 through September 30 to be more aligned with the activities year. The outside CPA firm will begin their audit in early November and their report should be available by December 31.

In preparing the budget the elected voluntary CenClub Board accumulated all of the relevant data, discussed, analyzed, and completed their fiduciary responsibility by formulating a thoughtful and comprehensive financial

plan for the benefit of the entire community. The Board relied upon a 78-page analysis prepared by independent and professional consultants to develop the 20-year capital spending needs. This analysis calls for necessary spending of more than \$17M over the next 20 years in current dollars or greater than \$22M in inflated dollars (3% inflation rate) to preserve and maintain the recreation assets of this community. A major component of the plan is to begin this with an initial cash infusion of \$5M. However, we will begin with an existing cash reserve of \$900,000. This shortfall amounts to \$482 per unit owner and could have triggered a coupon increase of \$40/month for 2021. Instead, the Board of CenClub has voted to maintain the 2020 coupon throughout all of 2021 and will continue to evaluate all future spending to ensure the highest quality of recreation facilities to protect and enrich our community property values. The operating side of the budget is comparable to the previous year. The descriptive pie chart will be available online and in the staff office which illustrates the distribution of the CenClub dues. Under expenses are Scheduled projects \$1,726,000; Replacement reserves for repairs \$735,757; Reserve for Hurricane Deductible \$875,000 and Mortgage Payments \$1,165,554 this totals more than \$4,502,000 which clearly equals all of the prior years rent money to the owners of our facilities. The amounts that we are not spending on rent are clearly being allocated to necessary repairs and to finish up the debt. Phil moved and Susan seconded to approve the budget discussed for the fiscal year October 1, 2020, through September 30, 2021. The motion carried unanimously.

**Management Reports:** Mike Burdman, Executive Director

### **CoronaVirus Update**

Clubhouse is open for normal operating hours with all offices open. Only residents are permitted in the Clubhouse at this time. Guests are not permitted into any recreation facilities including swimming pools until further notice. We are always closely monitoring the latest news alerts from the city, county and state and act accordingly as they phase in new rules and restrictions for our area.

The Clubhouse swimming pool remains open for residents only. Monitored swimming and cleaning of the pool deck and equipment is completed between each session. Residents can sign up at the Clubhouse Staff office or online at [www.CenClub.com](http://www.CenClub.com).

Hours at the satellite pools have been increased. Satellite pools will now be open for residents only daily from 8 a.m. – 7 p.m. Furniture has been returned to the pool decks on a limited basis as per county orders. Both security and CenClub employees are monitoring the swimming pools throughout the day. Please remember masks are required when not in the pool. Please remember that swimming pools are open for residents only; guests and children are not permitted. If you bring a guest, you will be asked to leave; if it happens more than once, your ID will be revoked. Please follow the rules and be respectful of the residents that live here.

The Clubhouse fitness center is open for residents with reservations. 1-hour sessions continue to be in place so that the janitorial staff can clean and disinfect the machines after each use. Group fitness classes have been moved to the online Zoom platform; great feedback has been received with thousands of residents participating from home.

The Clubhouse art studios are open for resident use with a capacity limit for social distancing. To use the art facilities, stop by the staff office and exchange your CVE ID card for a studio pass. Space is limited to the room size and is on a first come first serve basis.

The billiards room and ping pong room are open for play with restrictions. Equipment and tables in both rooms are being kept to a minimum and residents are asked to use their own sticks and paddles; masks are required when playing.

Clubhouse movies are continuing to play on schedule in the party room! The room is set for socially distanced seating and cleaned before and after each use. Rita mentioned that the movies they are receiving from the distributor are old movies since there are no new ones. Each month a tribute to a specific actor will be shown; Jane Fonda, Paul Newman, etc. Mike mentioned that he has received positive feedback from the classic movies

that are being shown. The newest movie schedule is on the website or at the staff office. There is limited seating capacity, and residents will be let in on a first-come, first-serve basis. No food or drink will be allowed in the party room. Bottled water only. Only current residents will be allowed to attend movies. Please make sure to have your CVE ID card with you, as the staff will be checking for them. Face coverings must always be worn while in the Clubhouse and during the movies; the room is disinfected between each show.

### **Clubhouse/Recreation Updates and Improvements**

*Generator* - The Clubhouse generator project is almost complete. A few edits to the plans were made based on elevations and have been resubmitted for permitting. More updates will follow as the project is completed.

*Zoom Equipment* - Permanent zoom equipment was installed in the spin room and the multipurpose room. Once in-person classes return; residents will still have the option to join from home.

*Carpet* - Replacement of carpet in the card rooms is complete as well as the flooring and carpet in GPA. The party room carpeting, as well as other carpeted areas of the Clubhouse, have been cleaned.

*Pressure Washing* - Pressure washing was completed in several areas outside the Clubhouse including the shuffleboard courts and surrounding areas. When the rainy season is over, the exterior of the Clubhouse will be cleaned.

*Communication* - As a reminder, it's extremely important to be a part of our email list. Important updates, information about events, classes, activities, and our monthly happenings are sent out to every resident on our list. You can join our mailing from the comfort of your home by visiting [www.cenclub.com](http://www.cenclub.com). You can also sign up in person at the staff office.

*Fitness Classes* - During the pandemic, classes were moved to online learning so our residents can enjoy time with their instructors from home! We hope to return to in-person classes soon. To sign up for our online classes

stop by the staff office or visit [cenclub.com/classes](http://cenclub.com/classes). Computer and language classes are also available for online learning.

*Channel 98/99* - With the help of Master Management, Comcast was able to balance the audio output within the systems modulator and the channel 98 volume has improved.

## **General Maintenance**

197 work orders completed in September. The CenClub maintenance team completed the annual maintenance at the restaurant. This included painting and repairs to the inside and outside of the building and a deep clean of all the equipment and fixtures. A boom lift was rented to complete repairs to the highest outside areas of the Clubhouse. These repairs included removing weeds and cleaning gutters; cleaning the overhangs; cleaning the bus depot area; pressuring washing; replacing 8 metal halide lamps at the tennis courts and repairing trim and other exterior features. An oil pump was replaced on the Clubhouse chiller system. A leak was repaired on one of the 4" sprinkler pipes located in the second-floor ceiling. The interior of the international library was painted. A large 16x16 junction box was replaced at the Upminster Pool. The roof above the GPA room was pressure washed; The security maglock doors at the west entrance were repaired. The outside shower at the Grantham pool was repaired as well as the shower wall and several light fixtures. A hand sanitizer station as well as plexiglass partitions were added to the COOCVE office. The drive-up drop boxes on the second-floor ramp received a fresh coat of paint and new signage was added.

## **Upcoming Maintenance Projects**

Lights will be repaired in card room B, the parking lot canopy at the bus lot will be repaired, lights at the Swansea tennis court will be repaired and annual preventative maintenance will be performed at the bocce and petanque courts.

## **Pools**

54 work orders have been completed in the month of September. The CenClub pool team removed and repaired 4 gates at Upminster and Oakridge pools. The chlorine tank has been completed and passed all inspections and is working great. Area lighting has been replaced at the Newport and Ventnor pools; this completes the lighting project. The team also repaired exhaust fans at the Upminster, Ashby, and Markham pools as well as replaced ceiling exhaust fans at Grantham, Oakridge, and Ventnor pools. They chipped through the pump room wall and installed wall exhaust fans at Westbury, Lyndhurst South, Lyndhurst North, and Durham. Preventative maintenance was performed at the Markham pool; 39 hollow voids on the surface were filled and repaired. The team replaced all "Stenner" tubing which is what carries the acid and chlorine from the drums to the pool injection sites. CenClub pool team replaced all the pole hooks on the decks that hold the lifesaving poles so that everything is up to code.

## **Upcoming Pool Projects**

Preventative maintenance will be performed at the Newport pool. The pool team will continue pressure washing all pool decks and will be replacing or repairing the top rails of all pool gates that are worn off.

## **Fitness**

Preventative maintenance was completed on October 5th

## **Group Exercise**

61 classes were taught per week, up 5 from August – Zoom will be on-going during the pandemic and continue after so that residents can have the option. Top 3 Classes for September were low impact aerobics w/ Shon-40 students; Low Impact Aerobics w/ Cleide-32 students; body toning & weights w/ Cleide- 32 students Daily, there have been 81 residents who have enjoyed the fitness center. On the weekend, the daily average is 53 residents.

## **Fitness Improvements**

Our new spin room is now being used for online classes. Several residents who own stationary bikes are enjoying the classes from their homes.

## **Announcements and Events**

We'd like to welcome our new restaurant operators Barbara and Randy. Old Florida Café' will be open for business beginning November 1st. More information such as menus and specials will be available soon; this will be sent via email and in *the Reporter*. Broward Health North had a talk on breast cancer awareness - there were 10 participants - all through zoom; the recorded event is available on Channel 98 at noon daily. Thanks to all the residents who submitted photos to CVE "Through the Lens".

## **Upcoming Events**

*Cook-Along with Chef Alice* - This will be held on Thursday, Oct 15; the menu this month is a seasonal soup and salad! More information on [cenclub.com](http://cenclub.com).

*BJ's Wholesale* - BJ's will be at the Clubhouse on the last Wednesday of each month. This month, they are here on October 21.

*Class Registration* - Registration is now open for classes at [cenclub.com/classes](http://cenclub.com/classes). There are 14 classes being offered online, 8 of which are brand new to the CVE!

*Thanksgiving Meals* - Meals for Thanksgiving will be delivered by Old Florida Catering. Flyers are on Channel 98 and the website. For \$19.99 you can get a complete Thanksgiving meal delivered to your door.

*Paint and Sip* - Wine down with a new virtual event "Paint and Sip" with April DuBois "DooBwa". April is the instructor who painted the mural at the indoor pool. This event will be on November 5, at 3pm and art supplies are available for purchase in the staff office, or on [cenclub.com](http://cenclub.com).



Mike reminded everyone that there is a concert by the CVE performing pumpkins in the theatre lobby - a fantastic Halloween show.

Rita thanked Mike and stated that the staff is working hard to try and find innovative ideas to carry us through the pandemic. The pandemic is still around; many states in the Northeast travel to Florida and might spread the virus; which is why we are not allowing visitors to use the facilities. We must remain vigilant during these times so that we can continue to remain safe in CVE.

**Old Business:** None

**New Business:** None

Beverly made a motion to adjourn and seconded by Phil at 10:05 a.m.

Respectfully submitted by,

Rita Pickar

CenClub Board