

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

**March 10, 2020**

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

The meeting opened with the Pledge of Allegiance and a Moment of Silence at 9:30 a.m.

### **Minutes:**

Jay moved and Susan seconded to waive the reading and approve the minutes as printed in the *Reporter*. Motion carried unanimously.

### **Chairperson Comments:**

Rita urged anyone who is sick to go to the doctor and stay home. They are performing extra cleaning tasks in the Clubhouse on the hard surfaces, railings, and seats. The staff and Board are taking extra precautions around the Clubhouse but they also need your help and need you to stay home if you don't feel well. It's okay to miss a class or event. Additional hand sanitizers and wipes have been installed in the fitness center. Please be sure and wipe down the machines before and after each use. If residents notice that there are no soap or hand towels in the restrooms; please let the staff office know. Vandalism has struck again in the Ventnor pool area; two sinks were leaking and after inspection, they were kicked in. In another incident, the lock was broken on the pool noodles and weights. The shows are selling out and the staff is working on next year's shows.

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

For the month of February, CenClub received \$918,916 and disbursed \$1,100,782; which leaves CenClub at the end of February with \$766,775. From the monies disbursed, \$388,518 was for payment #2; the purchase of the

facilities. \$616,413 is in operating checking accounts and the other \$150,362 remains in the money market savings account. Last month the account earned \$560 in interest. The second payment was made on February 1; which resulted in a balance at the end of February of \$3,885,176. On March 1, payment #3 was made for \$388,518 which resulted in a balance of \$3,496,658. All receipts and disbursements were within budget after two months on a year to date combined basis. At the end of February, there were Accounts Receivable of approximately \$402,000; up from \$392,000 at the end of January. Accounts Payable went up from \$105,000 to \$118,000. As part of the payables, CenClub is accruing about \$10,000 a month for real-estate taxes which are due at the end of the year. Total assets are \$6,819,000 up slightly from last month and total liabilities are \$4,845,000; the end of February the mortgage was \$3,885,000. Pursuant to the contract, on closing day, CenClub had to pay delinquent receivables to the seller of \$186,000; the sellers portion of the total receivables. CenClub has and will continue to aggressively pursue collection actions to recover these monies. Delinquent receivables affect all of us. We all have to pay our share as that is what condominium living is all about.

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

### **Clubhouse**

Mike ensured everyone that he and his staff are doing everything in their power to keep the Clubhouse and the facilities clean. They are closely monitoring all reports and information from the CDC. The housekeeping in the Clubhouse has been greatly expanded. Mike has met with Encompass leaders to be sure they exactly what to do. They are using a special spray, Virex which is a disinfectant and viral cleaner. Mike provided a handout from the Florida Health in Broward County on the Coronavirus for all residents; it is also available at the staff office.

*Parking Spots* - This month there were seven additional parking spots installed at the Upminister pool. Five Star Paving completed the work (on-time and within budget) and the additional spots are now open for residents to use when at the pool. These spots are not for the real-estate center; towing signs will be up shortly.

*LED Lighting:* At a workshop this month the CenClub Board approved spending to upgrade the LED lighting in the main parking lot. The current lighting which is metal halide is extremely expensive to maintain and power. LED lighting will be installed in the next 2 weeks and will provide the equivalent of 1000 watts per fixture illuminating the area more efficiently. This will provide safer parking and walking areas for all residents enjoying the Clubhouse at night.

*Theatre:* During the month of February the main sound console in the theater expired. It survived 10 years of hard work. The soundboard was quickly replaced with a new Allen and Heath sound console which will provide the theater with much more versatility making it an even better venue to see some great shows at a bargain price. Mike thanked the CenClub Board of Directors for coming together so quickly and acting on replacing the equipment without losing a beat.

*Communication:* As a reminder, the monthly *Digital Happenings* are being sent out - If you are not on our email list, stop by the Staff office or the Bay Management office during business hours to get added. It's a great way to stay up to date on alerts involving recreation and the Clubhouse as well as emergencies and changes to the schedules.

## **General Maintenance**

192 work orders completed in the month of February. Our maintenance staff cut drainage in the curb at the pickleball parking lot to allow water to be squeegeed after the rain; the area was painted yellow and looks great. Two old water lines that have been unused were capped off at the bocce area so they no longer are trip hazards. A 20amp breaker for the hand dryer in the women's locker room. The maintenance team gave the entire bus

ramp curbs a fresh coat of yellow paint and also repainted the west entrance walkway. A leak in the clay room slop sink was repaired and the net at the Clubhouse pickleball court was replaced.

### **Upcoming Maintenance Projects**

Pressure cleaning the tops of awnings above the entrances of buildings and remove weeds that grow on top of the building; a 40ft lift will be rented to complete this job. While the lift is on the property we will be painting the eight columns and the main entrance to the Clubhouse. Additionally, we will be replacing 3 perimeter lights with new LEDs

### **Pools**

The CenClub pool team finished installing new gate latches at all the pools; it's a much smoother and one-handed operation. The pool team installed new gutter downspouts at the Oakridge, Richmond, Grantham, Markham, Ventnor, & Ashby pools. The team installed new LED lights above bathroom doors at Oakridge, Grantham, Lyndhurst North, Lyndhurst South, Markham, Ashby, & Berkshire pools. They also painted the tops of the gates at Markham, Oakridge, Newport, Durham, & Ventnor. Mike stated that the oils and lotions from hands cause the paint to decay much quicker. The team changed out acid storage containers from single-use 55 gal drums to proper storage containers. The permit application has been submitted to the Deerfield Beach building dept. for the chlorine storage tank. We are waiting for additional stock of area lights so that we can continue to change out at the remaining pools; approximately half are completed.

### **Fitness**

This month the most popular classes were: Aquacise on Mondays at 9:15 a.m; Senior Balance & Flexibility on Thursdays at 1:30 p.m.; consistently filled at 60 max. There were over 60 Personal Training sessions were completed

## **Fitness Improvements**

A new “stretch cage” has been ordered for the fitness center and will be installed in the coming weeks.

Additional hand sanitizer dispensers and disinfecting wipes have been stationed in the fitness center.

## **Fitness Announcements**

During the Coronavirus warnings, we will continue to have the saunas closed. It’s also a good opportunity for our maintenance staff to conduct cleanings and repairs on the rooms. The summer schedule for fitness classes is set to begin on April 6th and will be available for residents at the end of March; it will be available to view online as well.

## **Announcements**

*The Employee of the Month:* Brianna Lovelady is the February Employee of the Month; Brianna is a paramedic and unfortunately will be leaving on April 7. Brianna is super friendly and has saved many lives here; she is moving onto a better opportunity and we wish her the best in her new endeavors.

*Season Showcase:* The Season Showcase is wrapping up! Still, some amazing shows coming up for the remainder of March - Tickets are on sale. Please remember guests coming to shows must be accompanied by a resident and show an ID when entering the clubhouse. This is not a new rule and applies day and night, even on show nights. Photocopies of our ID card will not be allowed - it will be confiscated by Security. You must have your original ID. If your area is having an “end of season” pool party/get together, please alert the staff office by filling out the form on [www.cveevents.com](http://www.cveevents.com). This is for safety and liability reasons.

*Season Ticket Envelopes:* Season ticket envelopes for show information are on sale; the US is \$2.00 and CANADA is \$3.25. Envelopes will be sold at the Ticket Office from 9:00 a.m. to 4:30 p.m. Monday through Friday; at the Staff Office from 4:30 p.m. to 11:00 p.m. Monday through Friday and at the Staff Office on Saturday and Sunday from 8:00 a.m. to 11:00 p.m.

*Car Show:* 3rd Annual Car show is on March 14th in the bus lot.

*Dinner on the Town:* Palm Beach Outlets. Tickets are \$10 and are on sale now.

*Outdoor Movie:* Our springtime outdoor movie is a sing-along this year! Come and check “the Greatest Showman” in our bus lot on Monday, March 23rd at 8 pm; refreshments and popcorn will be available - bring your lawn chairs.

**New Business:**

Rita stated that rumors are spreading that summer classes will be canceled. Mike replied that he has the unapproved calendar - Back in Action is on the calendar on Tuesday's at 2:20 p.m.

**Old Business: None**

Jay Baimel made a motion to adjourn and seconded by Susan Dove at 9:58 a.m.

Respectfully submitted by,

Rita Pickar

CenClub Board