

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

**November 2, 2021**

In attendance: Jay Baimel, Susan Dove, Phyliss Meiner, Rita Pickar, Michael Rackman, Phil Raymond and Stanley Spitzer; Executive Director, Mike Burdman; Director Property Management, Norma Taylor

### **Minutes:**

Susan Dove moved and Phyliss Meiner seconded to waive the reading and approve the minutes of October as posted on the CenClub website. Motion carried unanimously.

### **President's Comments:** Rita Pickar

Rita welcomed everyone back to CVE and mourned all who were lost during COVID. She mentioned that CenClub has been working hard to keep the residents of CVE safe and ask for your support as they continue to evaluate the mask mandate in the Clubhouse; the policy will be reevaluated by the Board at the end of November. The current policy remains that masks are to be worn at all times while in the Clubhouse. The furniture for the Clubhouse pool has arrived and the feedback has been positive. The satellite pool furniture will continue to be replaced; with so many pools this process takes time – please be patient. Permits have been received to demolish the golf building that was given to us by MM. CenClub is planning on a replacement facility to include multi-purpose space to include restrooms which will be accessible from the inside and outside so that folks participating in surrounding activities can use them. CenClub is looking for artwork created by the residents of CVE to be displayed in the Clubhouse. Rita thanked Andy and his team for the smooth revalidation process. Rita wished everyone a Happy Thanksgiving and Happy Hanukkah.

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

At the beginning of October, the operating checking account balance was \$665,579. In October, \$912,037 was received, \$630,814 was disbursed and \$172,159 was transferred to the reserve account for an October 31, 2021, operating checking account balance of \$774,643. Cash in the lockbox account (deposits in transit) totaled \$104,853 and two petty cash accounts totaling \$8,637. This provided CenClub with total operating cash of \$888,133 with a reserve account at the end of September totaling \$3,623,822. The total aggregate cash at the end of October was \$4,511,955. Of the transfer of \$172,159, to the reserve account, \$73,000 was transferred again for the funding of the insurance deductible and \$99,159 was subtracted from the reserve into the checking for upcoming major projects which comes to a net of \$172,159. The reserve which will continue at the same rate each month for the remainder of the new fiscal year ending September 2022 so that the target budget of \$1,750.00 can be reached for this reserve item. The reserve will be adjusted monthly as we pay for the scheduled major projects and replace them with new budgeted projects according to the capital needs plan.

Accounts receivable is 277,987 down from \$285,133 a decrease of \$7,146 from September 30, 2021. The highest accounts receivable balance since the facilities acquisition almost two years ago was approximately \$406,000 on March 31, 2020 (pre-covid). Through hard work utilizing a strategically targeted approach, the collection team has achieved a 32% reduction or about \$128,000 without using any significant write-offs. The team continues to focus intensively to protect the financial interests of the entire community and hold all delinquent owners accountable.

Total assets at the end of October for CenClub Recreation Management Inc. were \$11,474,951 up from \$11,126,435. Total liabilities were \$3,236,282 up from \$3,183,951. CenClub members equity is \$8,238,676 up from \$7,942,484.

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

**CoronaVirus Update**

Dances have returned to the Clubhouse, the first of which took place this past Saturday November. Dances start at 7:30 p.m. The party room will be kept at half capacity which varies based on the event and how the room is set up. Current COVID Protocols will be in place at the time of the event and must be followed. Remember, shorts are not allowed!

The Clubhouse remains open for all residents and guests. As a reminder, residents must show and scan an ID card for access and guests must be accompanied by residents and registered with a security guard upon entry. Currently masks or an approved facial covering are to be always worn indoors, including in the theater, during movies and events as well as bingo. The only exception is while working out on a fitness machine.

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

Revalidation of CenClub ID's has begun and over 700 ID's have been revalidated in the first week. Mike thanked Andy and his team for all their hard work. Mike also mentioned that CenClub has recently switched banks and residents need to update their payment information. Residents can go to CenClub.com and fill out the form online or drop off your payment information at the Staff Office and once it is received, it will be inputted into the system and an appointment will be made for you to revalidate your ID. The ID office is temporarily located on the 3<sup>rd</sup> floor of the Clubhouse as the 1<sup>st</sup> floor office goes through some renovations.

Sliding storm windows are in the process of being added to our fitness center patio. This improvement will make it a completely indoor area with AC and new flooring. This multipurpose space can continue to be opened for fresh air in the cooler months and cooled for more use in the summer. We are awaiting a final door and a window header to be installed to complete the project.

Resurfacing of all hard courts has begun with Ventnor, Swansea and Newport courts already being completed. Due to the rain; the schedule is behind by a few days. The Clubhouse pickleball and parking lot pickleball

courts will be next and complete this project. During resurfacing all court issues including low spots, cracks and divots will be repaired before the courts are repainted and lined for play.

Last month the clubhouse pool deck was pressure washed, re-sanded and coated with a water based wet look sealer to not only protect but also provide a richer look around the pool. The sealer really brought out the color and will protect the surface for up to 5 years.

Our annual Holiday lights have been installed on our large palm trees around the property for residents and guests to enjoy.

The game room is officially open! Residents will be able to enjoy bumper pool, a shuffleboard table, foosball table soccer, dart boards, chess, checkers, and backgammon as well as a full size 4 player arcade machine loaded with all the classics and free to play. Most equipment is in the room for residents to use however darts must be checked out with an ID card at the staff office.

A new silicone roofing system was installed on the party room roof by Storm Proof Roofing. Additionally, permits have been opened for a replacement of the Durham pool house roof.

It is extremely important to be a part of our email list. Updates including information related to the pandemic, events, classes, activities, and monthly happenings are sent out to every resident on the list. As a reminder you can join the mailing from the comfort of your home; visit [www.cenclub.com](http://www.cenclub.com). You can also sign up in person at the staff office.

### **Upcoming and in progress projects:**

Theater lobby shades; November installation

Pickleball Courts – waiting on the City planning review

Landscaping around the volleyball and tennis area

Landscaping the west side of the Clubhouse

### **General Maintenance**

The maintenance team completed 202 work orders in October. The team completed a monthly lighting survey for the Clubhouse and pools - all lights were checked and replaced as needed. They replaced the pump room door at the Ventnor pool. In preparation of the winter season, maintenance was performed on the petanque and bocce courts; sixteen rotted posts were replaced with 4x4 white vinyl posts that will not rot or warp, sixteen 10-foot and two 12-foot benches were built and installed to replace old equipment. The maintenance team installed a new bulletin board near the bocce courts. A wall was repaired in the men's bathroom at the Ventnor pool house - new supports were installed for the sink, as well as new tiles, mirror, and a sink. The team also relocated the power supply lines for the light and fans on the gym porch to make room for the new air conditioning grills. A/C ductwork with three vents have been added so that air can be supplied to the porch. Annual interior painting is taking place - all white baseboard, chair rails, stairs, doors & crown molding on the second floor received a fresh coat of paint. A broken water fountain at the Lyndhurst North pool was replaced. A new water valve was added to the lobby fountain. An outlet was added on the second floor to provide power for our alcove. The controller relay and control timer for the elevator was replaced. The water fountain at the Upminster pool was replaced along with a new flush valve in the women's bathroom. The maintenance team replaced the circulator motor pump for the Berkshire pool hot water lines. The Swansea tennis court was pressure washed, the clock was changed and the fence was repaired. Two damaged lights were replaced with two new LED lights also at the Swansea Courts. Outdoor court maintenance and game areas has begun in preparation of the winter season.

### **Upcoming Maintenance projects:**

The roof at the Durham pool will be replaced.

Excavation and repair of the check valve that services the main fire pump.

## **Pools**

47 work orders have been completed in October. New chemical controllers were installed at the Clubhouse pool, Durham, Ventnor, Newport, Lyndhurst South, Markham, Upminster, Berkshire, and Oakridge pools. The pool team replaced grids on the pool filtration at Lynd South, Ventnor, and the Tilford pools. New pool furniture has been added to the Clubhouse pool – the old furniture was taken and distributed as needed at the satellite pools around the community. The team pressure cleaned and sealed the coping at the Westbury pool. Residents just joining us for the winter season will notice new digital clocks at all pools. All pool safety equipment was inspected and cleared for use; no problems were noted.

## **Upcoming Pool Projects**

The pool team will be replacing old butterfly valves on the main drain lines and gutter lines in most pump rooms.

## **Fitness Update**

Windows were installed on the outdoor porch - (10/25-10/27), Ten brand new treadmills for the fitness center have been ordered. These new treadmills will replace the current inventory and will have modern features and personal screens. The Fitness Center hours have been extended to 7 a.m. - 10 p.m. Daily, beginning Monday, November 1. The indoor pool hours have been extended and are 7 a.m.-10 p.m. daily. Reminder – Please do not swim alone; bring a friend. Pickleball instruction began on November 2 at the Tilford Courts. During the winter season, instruction is available Tuesdays, Wednesdays & Thursdays 8-8:45 a.m. for beginners and 9-9:45 a.m. and 10-10:45 a.m. for intermediate/advanced.

## **Group Exercise**

71 classes are being taught per week. The top-class day was Thursday, October 7 with 230 residents participating. The top three classes for October were body toning and weights w/Cleide-36 attendees, low impact aerobics w/Shon-33 attendees and Zumba w/Samira-30 attendees. In observance for Thanksgiving, the Fitness Center will be closed on Thursday, November; this includes all fitness classes.

### **Announcements and Events**

Tickets for November and December shows are on sale now at the Box Office –

- Sunday pool parties for September – every Sunday 1 p.m. - 4 p.m. November 7, 14, 21 and 28.
- Saturday night dances are back in November – 7:30 p.m. – 10:15 p.m. November 6, 13, 20 and 27.
- BJs wholesale returns to the clubhouse 2nd floor lobby on November 17 from 11:00 a.m. – 2:00 p.m. Take advantage of their membership discounts offered to all CVE residents.
- Bingo is back in the party room every Tuesday at 7:00 p.m. This is at limited capacity on a first come, first serve basis. Just a reminder that Doors open at 5:30 p.m. - Masks are required even if you have been fully vaccinated, guests are welcome and food and beverages are permitted.
- The Fall session #2 kicked off Monday, November 8 and runs through December 17. The next session will be Winter Session #1 which runs from January 3 – February 11, Registration is December 3 – 27.
- On Monday, December 6th from 10am-12pm the Winter class showcase will be held. You can meet the instructors and see all the classes being offered. You can also visit [www.cenclub.com/classes](http://www.cenclub.com/classes) for class schedules, descriptions and to register!
- The Center for Hearing and Communication, along with HearUSA, will be back in the Clubhouse to help residents order and use amplified telephones. This service will be available every other month. They were here on October 7 and will be back on December 15. Visit the Staff office for the complete schedule.
- The Broward County Appraisers office will be back on December 2 in the Clubhouse. Please contact the staff office for an appointment. Appointments are available between 9:30 a.m. to 12:00 p.m.

- Toys for tots is back! - please donate NEW, unwrapped toys. Boxes are located outside of the Staff Office! Deadline is Sunday, December 5.
- The video from the September 11 event Honoring the Heroes, is available on channel 98 as well as [Cenclub.com/channel 98](http://Cenclub.com/channel%2098).

**Old Business:** None

**New Business:** None

Stan moved and Phil seconded to adjourn the meeting at 10:00 a.m. Motion carried unanimously

Respectfully submitted by,

Rita Pickar

President, CenClub Board