

Minutes of CVE CenClub Board of Directors Meeting

January 11, 2022

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

Minutes:

Susan Dove moved and Stanley Spitzer seconded to waive the reading and approve the minutes of December as posted on the CenClub website. Motion carried unanimously.

President's Comments: Rita Pickar

Rita urged residents not to listen to rumors; call the CenClub office or contact one of the Board members.

Bingo is not canceled; it is being held Tuesday (tonight) at 7 pm in the Party room; guests are allowed. This week a decision will be made on theater seating. Tickets for the February shows will go on sale shortly. If residents are not comfortable, please do not go to a show. Since the shows are not at capacity, if you do not feel comfortable with those around you, please move to another seat as there are plenty of open seats available.

Rita thanked everyone who has cooperated thus far on getting their ID validated. Aerobics classes have become very popular and a class has been added at the Richmond pool at 8:30 am.

Treasurer's Report: Jay Baimel

At the beginning of December, the operating checking account balance was \$455,315. In December, \$965,778 was received, \$666,501 was disbursed and \$284,162 was transferred to the reserve account for December 31, 2021 checking account operating balance of \$470,430. Cash in the lockbox account (deposits in transit) totaled \$85,154 and two petty cash accounts totaled \$3,322. This provided CenClub with total operating cash of \$558,906 with a reserve account at the end of December totaling \$4,378,741. The total aggregate cash at the end

of December was \$4,937,647. Of the transfer of \$284,162, to the reserve account, \$73,000 was transferred again for the funding of the insurance deductible and \$211,162 was subtracted from the reserve into the checking for upcoming major projects. The reserve 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.

Significant budgeted and board-approved capital projects aggregating more than \$1.8 million are expected in 2022 during the coming months and our strong reserve position will permit us to complete our targeted plans in an advantageous and fiscally responsible manner. These projects continue to underscore CenClub's commitment to maintain and improve our community for the longer term at a very low and affordable cost. again, CenClub thanks all owners for their unwavering support.

The Annual audit by the independent outside CPA firm for the fiscal year ended September 30, 2021, has been completed and CenClub will issue their financial report upon request at the next public meeting. In connection therewith, we have accepted immaterial and routine adjustments and reclassifications proposed by the auditors to conform to external financial reporting standards. none of their entries, cosmetic only, reflect adversely upon CenClub's outstanding financial health.

Accounts receivable is \$236,994 down from \$275,748 a decrease of \$38,754 from November 30, 2021.

CenClub agreed with the auditors to establish an allowance for uncollectible accounts of about \$53,000 to estimate potential write-offs of bad debts. That allowance is less than ½ of 1% of our annual budgeted fees of \$10.7 million.

Our accounts receivable staff has continued to achieve collection results without any significant writeoffs. They continue to focus intensively and successfully, including on debtors overseas, to protect the financial interests of the entire community and to hold all delinquent owners accountable.

Total assets at the end of December for CenClub Recreation Management Inc. were \$10,400,197 down from \$11,609,960. Total liabilities were \$3,891,117, up from \$3,496,798. CenClub members equity is \$6,509,080, down from \$8,113,162.

Management Reports: Mike Burdman, Executive Director

Mike mentioned that January was the first month that the billing was issued through the CenClub in-house software. All household residents received an email yesterday, either a receipt or an invoice. If you submitted your information and received an invoice, it means that the information was not processed in the system. If you have changes or questions, please call or stop by the staff office.

Mike then shared CenClub's 2021 Annual Report showcasing all that CenClub has accomplished in 2021. This video can be seen on channel 98 and on the Cenclub.com website.

Tickets went on sale for the January shows. January shows will be at full capacity and masks are required throughout the show. If residents are uncomfortable, you can purchase tickets on the day of the show. The ticket center opens one hour prior to the start of the show; just ask for the seating chart so that you can choose seats that have more space around them.

Dances have returned to the Clubhouse. All residents need to be aware of the current COVID Protocols. These rules will be in place at the time of the event and must be followed – masks are required and must be kept on in the party room during the dance. Shorts are not allowed; long pants are required as well as in the theater. 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. These rules apply to **all** events in the party room. 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 or during a fitness class. An announcement will be made

shortly, through email and on the website, for information on the February shows.

Clubhouse/Recreation Updates and Improvements:

Revalidation of CenClub IDs is going great. Over 7,500 IDs have been issued to residents. Appointments can still be made. Residents need to fill out the forms online or drop off the paperwork to the Staff Office and one of the staff members will reach out to schedule an appointment. Please be patient as many phone calls need to be made. Residents also need to be sure that their payment information is updated. Residents can go to CenClub.com and fill out the form online or drop off their 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 resurfacing of the hard courts is complete and the parking lot pickleball court will be resurfaced in April. The Clubhouse pickleball, Ventnor, Swansea and Newport courts were completed. New fencing was added to separate the pickleball courts. This new feature was requested by Pickleball players and is intended to keep the balls from rolling from court to court, stopping play, and creating trip hazards. During resurfacing all court issues including low spots, cracks and divots will be repaired. LED parking lot lights were replaced as needed by our electricians.

Landscaping was completed at the volleyball courts, on the roadway near the tennis courts and to the west side of the Clubhouse. These new plants and trees enhance the look at feel of our beautiful property, and we have already received so many compliments on the improvements. Additionally, a new paver pathway was added behind the Clubhouse tennis courts to provide safe walking for residents playing tennis, volleyball, and badminton. Badminton equipment can be checked-out from the staff office.

The new game room is officially open. Residents can enjoy the bumper pool, shuffleboard, foosball, dartboards, chess, checkers, and backgammon as well as a full-size four-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.

Additional pool furniture has been ordered for the satellite pools. The manufacture will be onsite to see how we can adjust the tables.

As a reminder, it's extremely important to be a part of our email list. Important updates including information related to the pandemic, information about events, classes, activities, and our monthly happenings are sent out to every resident on our list. Remember, you can now join our mailing from the comfort of your home by visiting www.cenclub.com. You can also sign up in person at the staff office at any time.

Upcoming and In-Progress Projects:

Theater lobby shades: Installation is in progress; waiting on a motor which is on backorder

A variance was approved for the Pickleball courts, and the plans are in the final review

Cameras will be installed at the tennis and pickleball courts and in the Clubhouse parking lots

The design phase for the putting course has begun.

General Maintenance:

The maintenance team completed 219 work orders in December. A monthly lighting survey was completed for the Clubhouse and pools - All Lights were checked and replaced as needed. The maintenance team pressure cleaned, sanded, and sealed the pavers at bocce and petanque courts. The downstairs entrance floor was pressure cleaned repaired and repainted. Six minor roof leaks were repaired in various areas around the Clubhouse by Storm Proof Roofing. A white vinyl fence was installed around our Clubhouse dumpsters to make the area look cleaner. New posts and scoreboards have been installed by the cornhole courts. Six LED lights at the shuffleboard were repaired. The lights around our Clubhouse flagpole were changed to LED lighting. The maintenance team reopened the showers and repaired five handle cartridges. A sink was replaced at the Ventnor pool house. Four closers were replaced on the main theater doors. A junction box and outlet in the party room were repaired. Express Fire performed a semiannual maintenance check on the diner hood (fire

extinguisher & hood fire suppression system). The concrete surrounding the Old Florida Café was pressure cleaned. A broken exhaust fan was replaced at the indoor pool. Four horseshoe stakes were replaced with official horseshoe stakes.

Upcoming Maintenance Projects:

The shingles will be installed on the Durham pool house as the inspection is now completed.

The annual painting will continue around the Clubhouse.

Theater Maintenance and Technical Update:

New software updates were made on the theater's main audio console and main lighting console. These consoles help control the lighting and sound in the theater. The theater hearing impaired system maintenance was done and it's now 100% operational. A smart real-time Sound analyzer was installed in the theater to measure the sound in the room during events. The lobby speakers have been improved tested and adjusted for pre-show announcements. The projector coolant system has been flushed and annual maintenance was performed. The stage haze system received annual maintenance and has been cleaned out. Stage pockets were cleaned/checked and broken jacks were repaired as necessary. Dante audio networks were reconfigured and tested for connectivity. Wireless microphone frequencies were updated to new open channels in the area. A DVD player was ordered for the GPA room to fix a video issue.

Pools:

58 work orders have been completed in December. The pool team installed 14 new digital thermometers at the pools to assist with remote monitoring of heat gain. The pool team also installed new filter grids at the Durham, Ventnor, Lyndhurst North, Berkshire, and Westbury pools. A fence at the Ventnor pool was repaired. A leak in a return pipe was repaired at the Grantham pool. A shower bar was repaired at the Lyndhurst South pool. A phase monitor was repaired at the Markham pool. The pools have been updated with our new

automation system to get temperatures calibrated for the pool heaters. All pool safety equipment was inspected and cleared for use; no problems were noted.

Upcoming Pool Projects:

Replacement of the gutter and main drain valves at Ashby, Grantham, Lyndhurst South, Markham, and Oakridge pools. The pool team will finish installing the last of the gutter and main drain valves. The team is waiting on bolt kits to finish this installation; backordered due to supply chain issues.

Fitness Update:

The CenClub Fitness Center Hours 7 a.m.-10 p.m. daily. The fitness patio window project is now complete – flooring will be installed as soon as the materials arrive.

Two additional fitness instructors have been hired. Please welcome; **Rodney Rogers** teaching: Boot Camp, Circuit Training and Cardio Blast and **Christine Forster** who will teach Senior Strength, Gentle Stretch.

Indoor Pool Hours 7 a.m.-10 p.m daily. Reminder – Please don't swim alone; bring a buddy.

Pickleball-instruction @ the Tilford Courts – Instruction is available Tuesdays, Wednesdays and Thursdays 8-8:45 a.m. beginner, 9-9:45 a.m. and 10-10:45 a.m. for intermediate/advanced – During the winter season. As a reminder, the fitness center, locker room, indoor pool and Clubhouse outdoor pool are open for residents only.

123 classes are being taught per week; up from 109. The top-class day was Monday, December 20; 428 attendees. The top three classes for December were aquacise w/Cleide - 59 attendees; body toning and weights w/Shon-52 attendees, low impact aerobics w/Shon - 49 attendees.

Announcements and Events:

Tickets for January shows are on sale now at the Box Office. January shows are also available online. The January shows will be a full theater, masks are mandatory with no guests permitted.

- CVE is always looking to provide new classes to our residents. If you have a hobby and would like to teach a class to your fellow residents, stop by the Staff Office to see how you can become an instructor.
- Registration for Winter Session I is underway and registration for winter session 2 classes opens on January 21. The first day of winter 2 classes is on February 21, and residents have a wide selection of great classes like art, stained glass, clay sculpture, cinema appreciation, and guitar lessons. Residents can visit www.cenclub.com/classes or the Staff Office for class schedules, descriptions and to register.
- 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.
- The Broward County Property Appraisers office will be in the Clubhouse on Thursday, February 3 to assist residents with Homestead. Call or visit the Staff Office for an appointment.
- Bingo is held in the party room every Tuesday at 7:00 p.m. This is at a 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 next CenClub meeting will be held on February 8.

Old Business: None

New Business: None

Phyliss moved and Susan seconded to adjourn the meeting at 10:20 a.m. Motion carried unanimously

Respectfully submitted by,

Rita Pickar

President, CenClub Board