

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

September 8, 2020 – 9:30AM

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:

Jay moved to change treasury report from June 2020 minutes in that the last sentence on page 1 is changed to something of the effect of “there are some petty cash accounts and another checking account...which brings the total operating account to \$658,457.” Rita mentions the change will be made. Michael moved to accept the minutes once corrected, and Susan seconded. Motion carried unanimously.

**Chairperson Comments:** Rita would like to welcome residents, as this is the first meeting held since June 2020. Our Clubhouse has not been closed during the pandemic. Services are being offered to which the county allows. Some amenities are offered on a smaller scale, but pool, art studios, pickleball, shuffleboard, tennis. We just can't have meetings yet. We will continue to have movies in the Party Room, because it works best for social distancing and cleaning. As a reminder, we do not make the rules, we just follow the mandates of the county. As soon as they change, we will change. Please add your emails to the email blast list for updates.

### Treasurer's Report: Jay Baimel

At the end of July, the operating checking account balance was \$602,881; in the month of August, \$947,607 was received and \$871,501 was disbursed for a August 31 operating checking account balance of \$678,987. There are some petty cash accounts and another minor checking account in the amount of \$757,641. There is currently \$900,914 in the money market account for a total cash balance of \$1,658,555. This is an increase of approximately \$70,000 from the end of July. From June 9, the end of May's numbers, total cash was \$1559,226. We have almost \$100,000 more from the end of May to the end of August.

As of August 31, the balance on the loan payable is \$1,554,070. Payment #8 in the amount of \$388,518 was made on August 1 to the sellers of the Recreation property. Payment #9 was made on September 1 of \$388,518 and have satisfied 75% of payment due to CVRF. We have 3 more payments, October 1, November 1, and 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.

The end of May, Accounts Receivables are approximately \$393,000. At the end of August, they were at \$301,057, down from end of the July balance of \$355,251. As I mentioned at the end of May, accounts receivable management and collections in one of our preeminent financial strategies we are working on. Receivables at the end of March was \$406,383. We are now down 25.9% on the accounts receivable. Kudos to property manager, lawyers, and Roni Jo Stirone for working together to collect past due accounts. We have 7 active foreclosures with another 7 indicated to move forward. The best estimates we have is that there are 40 leans on past due accounts and a large number of deferred payment plans. After continual notice of delinquencies, owners have stepped up to fulfill their obligations. This strategy will be continued to minimize our Accounts Receivables.

Total Assets at the end of August are \$7,472,000, up from \$7,362,000 at the end of July. Total liabilities are down at \$2,137,000 which include the mortgage of \$1,554,000, down from \$2,522,000 at the end of July. CenClub Members Equity, just an accounting number that is the difference be assets and liability, is

\$5,335,000. As far as income and expense, it's been a positive year, but we have spent less money on social activities. The board should be comfortable with our current financial state.

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

### **Corona Virus Operations Update**

- At the time of writing this message the Clubhouse is open 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 until further restrictions are lifted. We are always closely monitoring the latest news alerts from the city, county and state and we act accordingly as they phase in new rules and restrictions for our area.
- The Clubhouse Swimming pool continues to be open for residents only. Monitored swimming and cleaning of the pool deck and equipment continues between each session. Residents can sign up at the Clubhouse Staff office or online at CenClub.com.
- Hours at the satellite pools have been increased. Satellite Pools are open for resident use only from 8AM – 7PM. Furniture has been removed as per county orders for safety. Both security and CenClub employees are monitoring the swimming pools throughout the day. Please remember masks are required when not in the pool.
- The Clubhouse Fitness Center is open for residents with reservations. 1 hour sessions ensure that we can clean and disinfect the machines after each use. Group fitness classes have been moved to the online Zoom platform from which we have had great feedback with thousands of residents participating.
- Our 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 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 if they have them, as well as required to wear masks when not playing.
- Our Clubhouse movies are continuing to play on our normal schedule in the Party Room! The room is set for socially distanced seating and cleaned before and after each use. Please find our newest movie schedule on our website or in print at the staff office.
  - There is a 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 able to attend movies. Please make sure to have your CVE ID card with you, as staff will be checking them.
  - Face coverings must always be worn while in the clubhouse, and during the movies. The room will be disinfected between each showing.
- Lastly, CenClub produced a COVID19 Response Video to promote all we are doing to provide a safe environment for our residents. It's currently showing on CH98 as well as on the front page of our website. With the power of technology we'll be able to show it now for those of you who missed it.

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

- The Clubhouse is in the process of installing a new standby backup generator. The old generator had become rundown over its 40 years of use and parts were no longer available. This new piece of equipment is a modern, direct replacement for the old one. We are currently in the final phase of permit work with the city and hope to have this project completed soon.
- Since our last meeting both the Lyndhurst South Pool and Oakridge Pool renovations have been completed. Both pools received a complete overhaul. A new pool surface, tile and coping were installed as well as new plumbing. We are extremely happy with how each pool turned out and have received plenty of compliments from our residents who frequent them.
- Replacement of the carpet in all of our card rooms has begun as well as in the GPA Room. To make the GPA Room more versatile we have also installed a wood floor which can be used for dancing and fitness.
- Our inhouse carpenter Jerry Mall created another amazing piece of furniture. On the second floor of the Club house adjacent to the GPA Room you will notice a new planter box filled with real live plants to remind of our Friend and former CenClub Board member Marje Campbell who passed away earlier this year.
- The East door of the building which access the fitness center was changed from an automatic sliding door to a standard door which now has access control from our security desk. This will limit people entering the building without ID or tailgating residents when the door is open. We will activate this entrance once the pandemic passes and the fitness center goes back to normal operation. The former door has been moved the Administration office for easier access when residents enter.
- We found that the Ficus Hedge around the shuffleboard area was infected with whitefly, an invasive disease that kills that type of hedge. Our landscape company removed and replaced it with 12 field grown fox tail palm trees and a new clusia hedge.
- In June we replaced several damaged or stolen service animal signs at our satellite pools and tennis courts.
- The Party room carpeting as well as other carpeted areas of the clubhouse was shampooed, and steam cleaned.
- Pressure washing was completed in several areas outside the clubhouse including the shuffleboard courts and surrounding area. Once the rainy season passes we will continue to clean the exterior of the clubhouse.
- 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. As a reminder you can now 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 any time.
- During the pandemic we moved our classes to online learning so our residents can enjoy time with their instructors from home! Summer Session #1 of Classes begins June 15 with 10 different Online class options. Registration is open for these classes at [Cenclub.com/classes](http://Cenclub.com/classes). We hope to return to in person classes soon.

**Maintenance Update** – 310 Work orders were completed in the month of August.

- In preparation for Hurricane Season Maintenance staff filled 200 bags with sand for use around doors. In November it will be transferred to the Volleyball Court.
- 6 LED Drivers were replaced at shuffleboard.
- 2 Exterior LED lights by tunnel, 1 LED Light at the Petanque court light and 2 perimeter LED lights by library were replaced.
- Maintenance Staff pressure washed all hard courts (Clubhouse Pickleball, Parking lot Pickleball, Swansea, Ventnor & Newport tennis courts)
- Rotted Lattice at the shuffleboard gazebo was replaced with new lattice and painted.
- Maintenance staff re-wired and install new lobby fountain lights
- We replaced all lights in card room A – the old lights we're yellowing from age.
- The Clubhouse Fire panel main board was replaced as well as the fire pump motor.
- We resealed a leaking canopy at Westbury pool
- We repaired a roof drain and leak in all wall at the restaurant – once fixed the wall was repaired and repainted.
- maintenance staff Pressure washed the canopy at clubhouse tennis court
- All sewer drains were cleaned out and jet washed at the restaurant
- 4 emergency lights were replaced (2 at Ashby and 2 on Grantham pool)
- New locks were installed on the game hallway bathrooms. The new locks show Vacant / Occupied when locked.
- Annual inspection of our pools and facilities was completed and passed by the Department of Health.
- Maintenance staff repaired broken water pipes on our Petanque court
- A huge and active Honeycomb was removed from the Oakridge pool. It was located inside a tree west of the pool.
- All baseboards and chair rails were painted in common areas at the clubhouse. Painting of the building and facilities will continue this month.
- We repaired a leaky toilet in one of the backstage bathrooms
- Our maintenance team replaced 4 ballasts and 8 lights in the Coocve office

### **Upcoming Maintenance Projects:**

- Electric box at Upminster pool needs to be replaced.
- Our flat roof above GPA is being repaired.
- We will be completing the painting of the clubhouse restaurant
- We are renting a lift to do annual maintenance on the tall parts of the building. This includes gutters, overhangs, lights etc.
- 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.
- An oil pump in our chiller room will be replaced.
- Annual preventative maintenance will be performed at the Bocce and Petanque Courts.

### **Pool Update – 32 Work orders complete over the month August.**

- Pool team installed new 4 ft led lighting in pump rooms at Ventnor, Newport, and Oakridge.
- Concrete slab is complete for the chlorine tank. Install of the actual holding tank will be done tomorrow September 9th.
- Pool team replaced all the damaged lifesaving equipment at the pools. New life rings, life ropes, and hooks for the rings to rest on.
- Pool team installed new area lights at Ventnor, Ashby and Lynd South. Lights are ordered for Newport and Westbury.

### **Upcoming Pool Projects**

- Markham preventative maintenance will be performed at the Markham Pool.
- Pool team will continue pressure washing of all the pool decks.
- Pool team will finish installing led lights in pump rooms at Oakridge and Lynd South

## **Fitness Update**

### Group Exercise

56 Classes taught per week - ongoing

### Top 3 Classes:

Low impact Aerobics w/ Shon- 40 students

Low Impact Aerobics w/ Cleide- 32 students

Body Toning & Weights w/ Cleide- 32 students

### Fitness Center

Weekday daily average- 76 residents

Weekend daily average- 54 residents

## **Improvements**

- Our machines received a facelift with new blue upholstery being completed last month. The machines look great and as good as new!
- Our new spin room has been completed and we can't wait to open it up for residents when we are permitted to move forward with new COVID19 guidelines. New Business: None

## **Old Business: None**

## **New Business: None**

Rita wishes our Jewish community a happy, healthy new year. The next meeting is October 13, 2020

A motion to adjourn was made by Stanley and seconded by Susan at 10:07 a.m.

Respectfully submitted by,

Rita Pickar  
CenClub Board