

FACILITIES / OPERATIONAL REPORT 09/16/2020

1. **SEWER CONNECTION:** We will have 6 quotes, and board will discuss. Still awaiting node construction by the Village of Key Biscayne.
2. **CONCESSIONS:** Moving through state of Florida. Next step: Village of Key Biscayne.
3. **2020 DUES:** We have exceeded expected annual budget by over \$35K.
4. **DRAINAGE:** Village on site with multiple contactors evaluating underground solution/correction.
5. **LANDSCAPING:** Most has taken very well. 10 plants on northern fence will need replacing.
6. **BATHROOMS:** Quote to replace hardware in sinks forthcoming.
7. **SHOWER FIXTURES:** Fixture broken and being replaced.
8. **KAYAK/SUP STORAGE:** All 36 spaces under contract.
9. **PPP LOAN:** Chris Biggers, Treasurer pursuing.
10. **OPENING SOP:** Document posted and online.
11. **ONLINE and in OFFICE STORE:** Sales are growing rapidly, and we will pursue a more robust POS system.
12. **INSTAGRAM:** Week over week reach has increased 77.4%! We are growing quickly!
13. **MANGER GOALS:** New hire SOP, clear job descriptions, staff meetings, employee development, POS, Grounds assessment, digital member files, and member entry.
14. **WRIST BANDS:** Wrist bands are being utilized in anticipation of Beach Side Café opening.
15. **GAMES:** Ping pong table, foosball table, 10 foot duck plus falmingo, and shuffleboard equipment in place.