

# KEY BISCAYNE BEACH CLUB, INC

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

August 13<sup>th</sup>, 2020

## **ATTENDEES:**

### Present at Club:

Dwight Hewett

Michael Bracken

Chris Biggers

Craig Hardie

Jack Macia

Paul Zuccarini, Manager

### Present by Phone:

Nancy Stoner-Downs

Sixto Campano

Call to order: 6:03 PM

**MOTION** by Hewett: To approve minutes from July 6, 2020 BOD meeting. Seconded by Bracken, passed unanimously.

## **New Business:**

Manager Goals for 2020-2021: All previously agreed upon goals plus several new ones were discussed in depth, approved or not approved, and target dates were established for each goal. See attached summary of Manager Goals with target dates.

Games for Clubhouse: The Club purchased a foosball table. We plan to buy a ping pong table. We also plan to buy shuffleboard gear so that members can resume enjoying this long-standing tradition at the Club.

Covid Mask Policy: Bracken suggested that the Club should enforce the Covid mask policy until further notice. The BOD agreed. All members and employees must wear masks in all areas of the Club property from the parking lot entrance to the end of the beach walkway.

House and Grounds: The bathroom doors have been sandblasted and painted. At the suggestion of Biggers, we will remove the mold on the shower wall.

## **Old Business:**

Concession: Hewett indicated that we need to have the plumbing recertified by getting the septic tank and grease trap inspected. The goal is to have this done by August 31.

Sewer Lateral: Hewett indicated that we have 6 quotes. Three of the quotes do not include a lift station because these companies say that we have the necessary gravitational drop. We are still waiting for node construction by the Village. Design stage is next. Target start date for Village is EOY. Our accountant will give us a breakdown of our 2020 building improvements expenses to see how these expenses fit in with the sewer lateral budget of \$80,000.

Landscape: Hardie reported that the landscaping project has been completed for \$4,600, under the \$5K budget. Watering will be ongoing until the landscaping has been established. All BOD members agreed that the new landscaping looks great!

SUP and Kayak Storage: Each storage rack has 11 rentable units. We have one rack installed and two more are to be installed by late August. We have 11 signed contracts and another 22 commitments. The BOD agreed to the following rules and guidelines:

- We will post a waiting list.
- If someone declines an offer to take an available unit, that person will forfeit their place in line and will be moved to the bottom of the waiting list.
- If someone on the list accepts an offer to take a unit, that person has 30 days to sign the contract and pay or he/she will lose the opportunity and will have to request to be waitlisted once again, moving to the bottom of the waiting list.
- A member that signs a contract for rack space has 3 months to use the asset. Failure to do so will result in forfeiture of the annual \$195.00 paid fee and they additionally will drop to the bottom of the waiting list.

Insurance Review: Campano presented an offer by our flood insurance carrier to increase coverage on the building from \$250,000 to \$275,000 for and additional \$1,500 in annual premium. **MOTION** by Biggers: To leave coverage at \$250K, seconded by Macia, passed unanimously.

**Manager's Report** See Attached

**Treasurer's Report** See Attached

Financial Discussion: Biggers reported that the Club continues to be in excellent financial shape. However, we did run a \$20,225.00 deficit since the last Board meeting, which was a 5 week period. Ultimatums have been given to 40 severely past due (more than 1 year) accounts, in hopes that most will respond and pay up. Those that do not pay will forfeit their Club Membership. For 2020, we have 546 paid members, including those paying in installments. Another 58 members have not paid 2020 dues. They are barred from using the Club and will be required to pay the \$100.00 late fee in addition to the \$695.00 annual dues. The Club has hired a part-time Administrative Assistant. We will take a look at ClubRunner's Quickbooks Integration software to see if it would help the Club track financial records.

**MOTION TO ADJOURN** by Bracken, seconded by Biggers, passed unanimously.  
Meeting adjourned at 7:48 PM. Recorded by Jack Macia.

Next BOD meeting: September 10, 2020 @ 6:00 PM KBBC