

**KEY BISCAYNE BEACH CLUB, INC**  
**MINUTES OF THE BOARD OF DIRECTORS**  
**March 15<sup>th</sup>, 2023**

**ATTENDEES**

**Present at Club:**

Frank Andrews  
Christine Biggers  
Michael Bracken  
Mariana Dominguez-Hardie  
Dwight Hewett  
Manuel Rionda  
Jamie Tompkins  
Paul Zuccarini

Call to order: 5:33 pm

**MOTION** by Hewett: Approve minutes from the February 15<sup>th</sup>, 2023 BOD meeting. Seconded by Andrews. Unanimous. Motion passes.

**MANAGER'S REPORT:**

Membership Report & Member Cap Status – Zuccarini reported 643 active members. Approximately \$27,000.00 of dues are outstanding (94% paid to date). Members have been notified by phone calls, emails, and letters. Full payment of dues is necessary prior to accessing the Club.

Operational & Grounds Report – Albert will be working on the Dunes and the shed door. Mobi Mat is working but drop-off of sand continues. Contractor has been selected to start swale work. Golf Easter Egg Hunt scheduled for the Saturday (8<sup>th</sup>) of Easter weekend.

Inventory Report – Sales continue of merchandise. Yvi Garcia is working on some new items (i.e. visors and onesies).

**TREASURER'S REPORT:**

Operating Account = \$342,228.00

Capital Account = \$91,591.00

CC Account = \$4997.00

Schwab Accounts = MM: \$100,000.00; CD \$300,000.00

**OLD BUSINESS:**

Kitchen Permit – FOG permit being pursued by Beachside Café.

BBQ Improvement, Shower Privacy Wall & Shower head replacements – One general contractor bid has been received and waiting on two more for the scope of work. **MOTION** by Bracken: Once estimates

received, proceed with scope of work to update the shower area, plumbing, privacy wall, masonry and barbecues (not to exceed \$30,000.00). Seconded by Dominguez-Hardie. Unanimous. Motion passes.

Update on pending projects:

- Shed Door - Albert is working on it.
- Kitchen Window – Zuccarini will get estimates for an impact window and an insulated window.
- Electric Upgrade – Waiting on estimates to bring up to code.
- Dune protection – posts and marine rope

### **NEW BUSINESS:**

Board Approved By-Laws – Updated By-Laws will be posted on KBBC website.

Rules & Regulations – Pending BOD approval of revised Rules & Regs. Rule #5 is in conflict with By-Laws which supersede R&Rs. **MOTION** by Tompkins: Hire an attorney to review and revise our By-Laws and Rules & Regulations (not to exceed \$3,000.00). Seconded by Bracken. Unanimous. Motion passes.

**MOTION** by Hewett: On a Sunday or Monday, if a member wants to sponsor an unaccompanied guest, member needs to email the guest a copy of their license and CC the manager. The guest will then show the email before entering. Seconded by Bracken. Unanimous. Motion passes.

The Rules & Regulations need to be updated with the current procedure for guests to access the Club.

Ballot Counting – Tompkins, Dominguez-Hardie and a third board member will count the ballots.

Full Time Assistant Hire/ Other Staffing – Zuccarini has received a number of applications for the administrative assistant position. The position requires computer proficiency, accounting, social media knowledge and the ability to multitask.

Behavioral Issues & Protocol Committee - Discussion of past and current issues at the Club. Majority opinion tends toward forming a protocol committee and establishing procedures to deal with these issues.

Terminated Membership/ Reinstatement Fee – No decision at this time.

**MOTION TO ADJOURN** by Tompkins, seconded by Hewett. Meeting adjourned at 6:58 pm. Recorded by Jamie Tompkins.