

KEY BISCAYNE BEACH CLUB, INC

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

May 7th, 2020

ATTENDEES:

Present at Club:

Dwight Hewett

Michael Bracken

Chris Biggers

Craig Hardie

Sixto Campano

Jack Macia

Paul Zuccarini, Manager

Present by Phone:

Nancy Stoner-Downs

Call to order: 6:00 PM

MOTION: Biggers – Accept Minutes from April 16, 2020 Meeting, Seconded by Campano, passed unanimously.

New Business:

Access Control: Lengthy discussion regarding control of access to the Club. Options include the following three points of access control: 1) at gate entrance to Club property; 2) at breezeway entrance to Club building; 3) at beachside entrance. Zuccarini is pursuing quotations. Cost, level of security and impact to Club character/atmosphere will be considered.

Concession: We need to determine how we will tie in to Beachside's sales revenue. Manual or electronic?

\$10,000 EIDL Disbursement: **MOTION:** Bracken – To utilize a maximum of \$5,000 of the EIDL grant to build paddle board/kayak storage facility. Seconded by Biggers, passed unanimously. Still to be determined are the materials to be used, the design, the location and the price.

Health: Campano suggests we look into generating a health risk waiver for members to sign upon post-Covid19 reopening.

Reopening Procedures: Zuccarini will write a reopening guidelines report with suggestions for measures the Club should take to help keep the Membership and Club staff free of Covid-19 infections. Temporary restrictions such as a maximum number of people allowed at the Club at any particular time are likely.

Old Business:

Concession: Hewett reported that Beachside and the Club are working through the process even though we have not been able to get an inspector to the Club. Hewett will follow up to try to make some progress with the inspection of the new kitchen. The Florida Dept of Health will also need to visit us once we get Covid-19 clearance.

Sewer Hookup: Hewett and Zuccarini reported that on May 7 the survey company sent the CAD drawings to the Village. The next step is for the Village to complete the engineering related to their portion of this project. Jake Ozyman of the Village is in charge of this effort and has been asked to provide a timeline.

Landscape: Hardie commented that we have received a \$5,000 cost estimate for the new landscaping project. Hardie will get a sketch/drawing of the proposed plan so we can get a better understanding and take a vote. Bracken proposed using half of the EIDL funds for this project.

Hurricane SOP: Hewett sent the updated hurricane standard operating procedures manual to the BOD. The BOD will review at a later date and file a motion to adopt this manual as our future guide for hurricane preparations.

Manager's Report See Attached

Treasurer's Report See Attached

Financial Discussion: Biggers reported no significant changes to the financial condition of the Club since we last met three weeks ago. Few expenses and salaries are under control. Club was awarded an Economic Injury Disaster Loan (EIDL), which is actually a grant, in the amount of \$10,000. It can be used for most business purposes. Biggers informed us that we have a remaining balance of \$14,916 for recent roof repairs. Roofer needs to provide unconditional release of lien and releases from all subcontractors and material suppliers, if any, as a condition of our remitting the final payment of \$14,916. We will also need a certificate of completion.

MOTION TO ADJOURN: Biggers – seconded by Hardie, passed unanimously.
Meeting adjourned at 7:45 PM. Recorded by Jack Macia.

Next BOD meeting: June 4, 2020 @ 6:00 PM KBBC