

KEY BISCAYNE BEACH CLUB, INC

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

September 16th, 2020

ATTENDEES:

Present at Club:

Dwight Hewett

Craig Hardie

Jack Macia

Sixto Campano

Paul Zuccarini, Manager

Present by Phone:

Michael Bracken

Chris Biggers

Nancy Stoner-Downs

Call to order: 6:01 PM

MOTION by Stoner-Downs: To approve minutes from August 13, 2020 BOD meeting. Seconded by Hardie, passed unanimously.

Old Business:

Concession: Hewett reported that the septic tank and grease trap have been cleaned. Beachside Café should receive final permitting this week by the state health inspector. The Dept. of Business and Professional Regulation (DBPR) will then come out within 1 week to give their formal approval. Then the Village of KB will inspect and give final approval to open, we hope, by end of this month. We plan to make an online announcement to all members inviting them to come taste our new restaurant. After a soft opening, we plan to put an advertisement in *The Islander* promoting the new restaurant at the Club. Beachside still needs to secure their beer, wine and liquor licenses. We also need to address the concrete tables/benches issue. Hewett commented that Beachside may help pay for an upgrade to the tables/benches.

Sewer Lateral: Hewett reported that he met with Jake Ozyman of the Village of KB. Our storm drainage is intact but the system is a mess. The problems are caused by our neighbors to the west and we have basically become a water retention pond for them. In conjunction with the Village, we have decided to cap the neighbor's drainage pipe that is creating this problem for us. We feel this will solve our flooding problems. The Village has promised to complete this by end of month. Regarding the sewer lines, we are still waiting on node construction by the Village and for DERM approval. The plumbing bids and permitting are on hold for now.

SUP/Kayak Racks Update: Zuccarini reported that the second and third racks were installed and that we have received payment for 35 of the 36 signed contracts. One person has requested a refund and we have accepted. Zuccarini provided the Board with a list of the members that have signed contracts and paid for rack space.

Games for Clubhouse: Zuccarini confirmed that shuffleboard equipment has been purchased. We still need to pad the walls and publish shuffleboard safety/usage instructions before proceeding. We purchased a fold-up ping-pong table, a foosball table and an inflatable "duck" for floating on water. Other possibilities include purchasing a large TV or screen to watch sporting events in the Rec Room.

Manager's Goals Update: Hewett reported that all of the goals that needed to be accomplished by Sept 15 were accomplished (see Manager Goals document from Aug 13 board meeting). Regarding the Manager's staff, the BOD discussed implementing background checks and establishing a formal drug-free workplace. Stoner-Downs suggested we look into producing a KBBC policy manual.

Landscape: Zuccarini reported that the new landscaping is looking good, however, 10 plants along the northern fence are struggling and may need to be replaced.

New Business:

Entry Bracelets: Zuccarini would like to implement a bracelet program on Saturdays and Sundays in order to prevent non-members from walking up through the beach to buy food at Beachside. Zuccarini suggests we do a trial run over a few weekends to see if the members are OK with it.

Membership Initiation Payment Plan Revision: Hewett suggested reducing the membership initiation payment plan from a maximum of five years to a maximum of three years, at an annual interest rate of 5%. **Motion by Bracken:** To implement Hewett's recommendation. Seconded by Macia, passed unanimously. **Motion by Bracken:** Incoming new members will need to pay first year dues on a pro-rated, 365-day calendar year basis. Seconded by Campano, passed unanimously. Biggers suggested we review the By-Laws to see if they need to be updated to reflect these changes.

Recreation Room Rate for Non-Members: **Motion by Campano:** To increase the rental fee of the recreation room for non-members from \$1,200 per event to \$2,400 per event. Seconded by Biggers. After much discussion, the BOD directed the Manager to no longer rent the facility to non-members, with the exception of those commitments that we have already booked.

Members' Guests: The BOD engaged in a lengthy discussion regarding establishing policies in order to guide visits to the KBBC by guests that live on the Key as well as those that live in Miami and beyond. The BOD will continue to communicate and review this issue until the next Board meeting.

Manager's Report See Attached

Treasurer's Report See Attached

Financial Discussion: Biggers reported that the Club continues to be in excellent financial shape. The big expenses for the month of August were the annual flood insurance payment and the payment for the recent landscape upgrades. The BOD engaged in a discussion regarding processing our financials on an accrual basis instead of a cash basis in order to be able to capture a more accurate picture of our finances at each monthly interval. Campano questioned entering the PPP funds under "Other Income" on the Income Statement. The BOD believes these funds should be reflected on the Balance Sheet as a loan (liabilities) and cash (assets) until the funds are officially deemed a grant. Our physical inventory counts match our computer inventory figures.

MOTION TO ADJOURN by Hewett, seconded by Hardie, passed unanimously.
Meeting adjourned at 7:48 PM. Recorded by Jack Macia.

Next BOD meeting: October ??, 2020 @ 6:00 PM KBBC