**BOARD MEETING – December 21, 2022**

**PRESENT:**

|  |  |  |  |
| --- | --- | --- | --- |
| ~~MICHELLE CROMWELL~~ROGER CROOKPAT DEGNAN~~SCOT DESORT~~DANIEL GRANT | MICHAEL ILARDI GLEN KATZ MARK KEMPNERSTEVEN KOENIGSBERGDEBORAH LINNELL | MICHAEL LYNCH DARYL MACELLAROJOANNE MACHALABA BEVERLY NEMIROFF   | KRISTEN NEU BARRY SILBIGERMICHAEL STOCKNOFF  |

**ARRIVED LATE**: Deborah Linnell 8:04pm

**LEFT EARLY**:

**ABSENT:** Scot Desort, Michelle Cromwell

Michael Ilardi, President, called the meeting to order on Wednesday, December 21, 2022, at 8:00 p.m.

Suzie Palazzo, Roll Call

**MOTION #1**: Motion to approve the minutes of the November 22, 2022 Board Meeting.

**Motion by: Michael Ilardi, President 2nd by: Mark Kempner, Past President**

**Discussion:** Trying to get minutes done at least a week before. Please look prior to the meeting to make any changes.

**Motion Carried**

# CORRESPONDENCE

- none

**GOOD & WELFARE**

**-Beverly Nemiroff: 63 Shawnee Avenue: Thanked everyone for their contributions for the holiday food drive. Four boxes of food were donated to the Rockaway Food Closet.**

# PRESIDENT’S REPORT: Michael Ilardi, President

**-** Happy Hanukkah, Merry Christmas, Happy New Year- Happy Holidays to everyone

-Tickets on sale for NYE, hopes to see everyone there.

-Thanked everyone for another great year. Clubhouse renovations were completed and now the floors are being done. Windows will be next. Huge accomplishment.

-Thanked House Activities for holiday party

-Thanked Women’s Club for tree lighting & menorah lighting

-Lake Year End Report- not that many people attended

-Civic Affairs Food drive was a success

-Preschool’s Santa event was a great success (suggestions: two shifts for next year and time slots for people to bring their pets)

**OFFICE REPORT**

-December 2022 report distributed by email.

**SITE MANAGER’S REPORT**

-December 2022 report distributed by email.

**MAINTENANCE REPORT**

-Report not included

# TREASURER’S REPORT

- Through November, 99% of dues collected.

- 88% of POA budget spent. Nothing notable. Request to get invoices in before year end. Submit to Ryan so they can close the books

- Country Club income is $265K. Majority from Camp with $100K, a very successful year, $93,000 Bar & Rental with a goal to hit $100K and $16,000 from House Activities. Country Club needs to make more of a profit to cover expenses and we are making progress. Great job, keep supporting.

- Cash summary, nothing notable. The tennis court project is reflected in committed funds from Capital Improvement & Equalization (fencing)

**Discussion:** Prior to the board meeting, the Beach Chair requested to purchase 2023 lifeguard uniforms using the $600 remaining Beach budget. The Treasurer, Accountant and President did not think this was appropriate. It was asked what the rationale for this decision was. The explanation was that we budget annually for expenses in that year. Using remaining monies for future year expenses will not accurately represent what would have been spent in that year. While the Beach budget overall has $600 remaining, the uniform line and other lines are overspent. The annual budget is based on collecting 100% of dues, which if we do not fully collect and every Committee fully spends their budget, we would run at a deficit. The Board agreed the 2023 lifeguard uniforms should come from the 2023 budget.

-Pat commented we are budgeting much more carefully than in the past and have less of a cushion for overspending.

-Kristen asked if overspent lines should be flagged. Committees are responsible to track their spending to stay within the budget. Ryan and Joanne do flag overspending.

-A question was asked about the expense offset for camp related lifeguard salaries. There is a formula for each Country Club offset that is applied to the POA budget, towards year end, when we have the actual numbers.  It was suggested to note the expected offset in the budget earlier in the year, for better planning.

# LEGAL COUNSEL’S REPORT

-Attorney

Discussion: nothing for the public portion of the meeting

# COMMITTEE REPORTS

- Roger Crook, Bar & Rental:

* 31 rentals for gold lounge for 2022
* 74 for ballroom 2022
* 36 for ballroom 2023 so far
* 3 gold lounge for 2023 so far

-Reminder all committees to submit minutes.

-Mark Kempner requested for more of an advance notice for any phone votes so everyone has an opportunity to review and related committee minutes.

-Daniel Grant, Legal & By-Laws:

* Editing some guidelines like phone voting. Rentals & rental inquiries are increasing as is demand to use the facility. Proposed change would be to Section P “Use of Facilities” to add language that there needs to be advance notice of any rentals/usage of the facility. 120 days-notice for events outside of normal calendar events like NYE. Suggested that Bar & Rental committee attend Legal & By-Laws meeting to work on wording of this policy.

-Suzie Palazzo, Update on previous discussion regarding the Boy Scouts and the Pinewood Derby:

* Moving forward they will only reserve Saturday but will need more time for the set-up. However, if the Friday does become available they can set up early.

-Kristen Neu, asked for clarification for Planning Committee minutes:

* Two vendors to bid on restoring the windows on the landing. Mike Stocknoff visited both. One didn’t seem like they could do the type of work we wanted. The business in Newton had the experience and is the company they will be hiring.

-Kristen Neu, Camp:

* Noted that the votes are recorded and they need to be recorded in all minutes for motions per the guidelines.

-Kristen Neu, House Activities:

* Thanked everyone for their help. Decorating the entire clubhouse this year and collaborating with Bar & Rental
* Preschool’s Santa event, thanked parents & maintenance team. Presale to the preschool and tickets sold out immediately. Overall very positive.
* Thanked everyone who helped with the Holiday Party
* Craft beer event- Asking for exception to Section P of guidelines, where member tickets are sold two weeks before guest tickets. Requesting board permission to sell tickets at the same time. Historically this event has more members than guests so we do not feel this exception would cause more than 50% of tickets sold to guests and would remain a member focused event.

**OLD BUSINESS:** PHONE VOTE HOUSE OPS: To hire NJV Home Improvement to remove Gold Lounge & Trophy Room carpet & sub-flooring & install new sub-floor & LVP flooring at a cost up to $21,000 (includes tax). Monies to be split: $12,000 from line 517.06 & $9,000 from Country Club.

Discussion: Suggestion that a little more cushion be built in for the future. Clarification that there is a 15 year warranty on materials.

**Motion Carried**

**NEW BUSINESS**

**DISCUSSION:** Policy change will go into effect 1/1/2023: All credit card payments will be charged a convenience fee of 3%. Currently the fee is on dues, camp & preschool.**- Board Consensus all voted by show of hands**

Discussion: Clarification that when you pay directly through the bank, there are no fees and the bank sends a check directly to office. Reminder there are different fee amounts when paying in different ways through the portal. Suggestion to add the various fees in the newsletter for clarification to members.

**MOTION #2:** Motion to accept year-end bonuses as discussed in closed caucus.

**Motion by: Mike Ilardi, President 2nd by: Mike Stocknoff, Director**

Discussion: none

**Motion Carried**

**MOTION #3:** Motion to accept salaries as discussed in closed caucus.

**Motion by: Mike Ilardi, President 2nd by: Glen Katz, 2nd Vice President**

Discussion: none

**Motion Carried**

**MOTION #4:** Motion to contract with Nisivoccia LLP, to provide POA financial auditing & tax preparation services for the 2022 fiscal year as described in their engagement letter, for an amount up to $23,000. Monies to come from the 2023 budget line 513.03

**Motion By: Joanne Machalaba, Treasurer 2nd by: Mark Kempner, Past President**

Discussion: none

**Motion Carried**

**MOTION #5:** Motion to contract with Nisivoccia LLP, to provide Country Club financial auditing services & tax preparation for the 2022 fiscal year as described in their engagement letter, for an amount up to $18,600. This includes the price quote of $17,600 & a contingency amount of $1,000 for potential additional work & fees. Monies to come from Country Club in 2023.

**Motion By: Joanne Machalaba, Treasurer 2nd by: Pat Degnan, Director**

Discussion: Joanne negotiated down the 2022 POA bill and the contingency was added for 2023 cost for Country Club because there are number of auditing questions to discuss in 2023.

**Motion Carried**

**MOTION #6:** Motion to approve the 2023 camp budget & rates as presented

**Motion By: Deborah Linnell, Director 2nd by: Mike Ilardi, President**

Discussion: Agreed to table this discussion because the following motions may impact this motion.

**Tabled**

**REVISIT: MOTION #6:** Motion to approve the 2023 camp budget & rates as presented

**Motion By: Deborah Linnell, Director 2nd by: Mike Ilardi, President**

Discussion: Clarification that any changes to motion 7, 8, 9 and 10 did not impact this motion.

**Motion Carried**

**MOTION #7:** Motion to offer multi-camper discount for the 2023 camp season. Discount of $25 per week for each additional camper-first child registered has to be registered for the same or more number of weeks as siblings.

**Motion By: Deborah Linnell, Director 2nd by: Daryl Macellaro, Director**

Discussion:

* The committee is trying to offer an incentive for more kids to register and attend.
* This discount would be applied towards the lower cost child.
* More than one child needs to be registered in order to receive the discount.
* The discount would be given whether it’s a member or guest.
* Request for clarification on which child gets the discount.
* Discussion about whether the discount should be for members only or for guest campers as well.
* Feedback from some camp parents asking for a sibling discount; years ago there was a sibling discount
* Reminder that guest campers pay approx. 30% more
* Motion rewritten to reflect board’s feedback.

**New Motion:** Motion to offer multi-camper discount for the 2023 camp season. In instances where more than one child of a household is enrolled in camp, a camp fee discount of $25 shall be given for each week in which the two children remain enrolled. A further $25 camp fee discount shall be given for each additional household child enrolled concurrent with the other enrolled children.

**Motion Carried**

**MOTION #8:** Motion to offer free camp tuition to any child of a Camp WML staff member. Staff to have free tuition for their own children (not any other relative) to attend Camp WML.

**Motion By: Steve Koenigsberg, Director 2nd by: Mark Kempner, Past President**

Discussion:

* Discussion to offer this benefit to all employees of WML and not just camp employees.
* There are other camps in the area that do offer discounts or free tuition for children of employees.
* Discussed how enhanced benefits would help us recruit more skilled people to teach programs.
* Discussion on modifying the motion from the board’s feedback. Committee to rework motion and present next month.

**Motion Defeated**

**MOTION #9:** Motion to revise the current “Grandparent Rule” for camp registrations. Now defined as any relative of a WML resident. A WML resident in good standing can “Sponsor” a relative to attend camp. Resident fees will be charged. No requirement for the resident to have a child registered for camp.

**Motion By: Steve Koenigsberg, Director 2nd by: Joanne Machalaba, Treasurer**

Discussion:

* Clarified that WML residents can sponsor their grandchildren to attend camp at the resident rate.
* Discussion on how a relative is defined.
* It was noted that the constitution defines “immediate family” and changing this could have implications into other programs.
* Discussed if extended family should be receiving the resident rate.
* Concern expressed that because no proof is required, that anyone can claim they are related.

**Motion Defeated**

**MOTION #10:** Motion to revise the “Non-Resident Rule” for camp. Now defined as any WML resident in good standing can “Sponsor” a non-relative family to attend camp. Non-resident fees will be charged. No requirement for the resident to have a child registered for camp.

**Motion By: Steve Koenigsberg, Director 2nd by: Mark Kempner, Past President**

Discussion:

* Discussed how adding the ability of a camper to sponsor a guest allowed camp to grow.
* If the sponsoring member doesn’t attend any longer, this would allow the guest to continue to attend; suggested that the guest could find a new sponsor from an active camper.
* Concern with sponsorship and behavior issues was brought up. Clarification that all behavior issues are addressed regardless if it’s a member or guest.

**Motion Carried**

**MOTION #11:** Motion to hire Melanie’s Custom Coverings to supply & install Solar Screen Shades in Gold Lounge, Trophy Room, Board Room, & Office at a cost of $4,758.50. Money to come from Country Club.

**Motion By: Steve Koenigsberg, Director 2nd by: Mike Stocknoff, Director**

Discussion: none

**Motion Carried**

**MOTION #12:** Motion to accept the 2023 Property & Casualty insurance proposal not to exceed $285,000 from our current broker Jason (Jake) Schlenker CIC, CRM of Couch & Braunsdorf Insurance. Money to come from 2023 budget line 519.01

**Motion By: Roger Crook, 1st Vice President 2nd by: Mike Ilardi, President**

Discussion:

* Clarification that 2023 is budgeted at $321k
* We plan to shop new brokers next year

**Motion Carried**

**MOTION #13:** Motion to hire Northeast Stained Glass LLC to perform the restoration of the 3 double hung windows at the mid stair landing of the main building staircase. Cost not to exceed $17,000. Money to come from Country Club.

**Motion By: Mike Stocknoff, Director 2nd by: Pat Degnan, Director**

Discussion: Joanne mentioned to be sure to get an ST8.

**Motion Carried**

**FYI: Lake & Lake Rec:** To hire Ferriero Engineering, Inc. to prepare an additional dam report to evaluate our observed seepage, as requested by the NJ DEP at a cost not to exceed $1,250. Money to come from line 521.13. See attached.

**MOTION #14:** Motion to purchase phosphorous barriers (floc logs or equivalent) for up to $1,650. Monies to come from line 521.01.

**Motion By: Michael Lynch, Director 2nd by: Barry Silbiger, Director**

Discussion: Recommending the floc logs for this order. Kurt to work with Lake Committee & vendor to ensure the order is placed and we’re not overcharged, etc.

**Motion Carried**

**GOOD AND WELFARE**

**Barry Mendelsohn, 53 Oakland Ave: Regarding camp, we may want to consider that 1-3 children aren’t going to affect the overall budget. Consider looking at giving all employees 25-50% discount for camp for their first child and another 25% for their second.**

**Pat Degnan: 88 Valley View Dr.: Reminder about NYE event. Commented on caterer and that DJ Tom is returning. Encouraged everyone to get your tickets**

**Glen Katz: 47 West Lake Shore Drive: Requesting signage at Beach 2 for people to pick up after their pet. People frequently do not pick up after their dog at this location.**

**MOTION TO ADJOURN AT 10:37p.m.**

**Motion by: Michael Ilardi, President 2nd by: Mike Stocknoff, Director**

Next Board Meeting is Wednesday, January 18 @ 8:00 p.m.

Written & Submitted by: Vicki Lowrie

Approved by: Michael Ilardi, President