

## South Bay Community Association

### Facilities Committee Minutes

November 6, 2018

1. Call to order at 9:30 by Chris Dean.
2. Members present: Rosenthal, Shadrick, Melvin, Dean, Spagle.
3. Agenda approved by consensus.
4. October meeting minutes approved by consensus.
5. Follow up on open items from October meeting:
  - a. Fireplaces: a recommendation with justification, urgency and cost will be drafted to submit to Finance for retrofitting existing fireplaces with new gas logs and remote starters. (Action: Chris)
  - b. Fans for auditorium: more research is needed on size, number, electrical requirements, noise level, air flow. It was suggested that the HVAC company "Air Flow" may be of use to help figure out how many fans and what size would be required to move the air in the auditorium. (Action: Mark)
  - c. Stretch area lighting: more research is necessary with Double D on a possible LED light panel to be installed over current fixture eliminating the need to cut into ceiling. (Action: Mark)
  - d. Chandelier: open, not a priority. Members will continue to look for suggested fixtures.
  - e. Training heart rate poster: a recommendation needs to be made on type of display for consistency of signage throughout the Club. (Action: Dean)
  - f. Waiver of liability for storage or display of other's assets, such as art, computer equipment, emergency radios, etc. The Club's insurance company will be contacted for guidance. (Action: Mark)
  - g. Clock in Great Room: a clock has been requested for the Great Room to fit in with current décor. Possible location would be over the window to the receptionist desk. (Action: Marci)
  - h. Centerpiece: on approval, a vase was purchased and an arrangement created by Carol Durbin, one of our local artists. Unfortunately, the centerpiece was not available for showing due to a medical emergency by the artist. It will be placed on the granite table as soon as it's available and approval requested to purchase the vase for \$25.00 if all agree. Carol has volunteered to change the stems and arrangements seasonally from her own collection. (Action: Chris)

i. Chair repair: a local seamstress will be contacted for doing the repair. (Action: Mark)

j. Art for Great Room: Open. (Action: Christine)

k. Other:

1. Dean will update the Fitness Room etiquette list to clarify usage by children under 16.

2. Approval was given to Dean to install wheels and a handle on one of the workout benches in the Fitness Center to aid in moving.

6. An ad hoc committee was formed consisting of Susan, Marci, Dean (chair) and Bob to study and bring in recommendations for possible expansion or replacement of the existing storage shed considering big picture needs. Size, costs, and safety will be considered. (Action: Susan, Marci, Dean, Bob)

In the meantime, flammable material (propane tanks and gas cans) will be moved out of the shed and stored in a small "deck box" away from the shed. (Action: Mark)

7. Wall repairs and repainting of walls in the Great Room and hall were discussed. If Tony Forrest is not available to do the work, Zach will be considered for the job. (Action: Mark)

8. A brief orientation was given to the new members of the committee on the reserve schedule. A special meeting will be scheduled for the committee to work on specific reserve components for next year. (Action: Chris (schedule), Mark (lead discussion))

9. Manager's report:

a. The new sound system in the Auditorium has been installed. An open item remaining is the location of the system. The original estimate did not include the additional cost of a cabinet. Factors to be considered are aesthetics, location, code requirements.

b. New directional signs to the Bay Club will be installed on Paradise Bay Rd.

10. Next meeting December 11, 2018

11. Adjourn