

**South Bay Community Association  
Facilities Committee Meeting Minutes  
Tuesday, May 8, 2018**

1. Call to order—Chris Dean (in John Sweet’s absence)
2. Members present: Dean, Lemieux and Spagel.  
Others in attendance: Barb Skinner, Vicki Derenberger ,Lynn Lemieux, Dan Quail, Mark Torres, Randall Shelley, Gil Skinner, Susan Oemichen, Ed Knodle.
3. Christine Spagel presented the interior remodel sub committee’s recommendations for furniture for the Great Room and Hall. If approved by the Board on May 10 furniture can be ordered and will take approximately 8-9 weeks to come in. A motion was made by Christine Spagel “That the Facilities Committee accept the furniture as presented by the Sub Committee to move along next to the Finance Committee” Seconded by Lemieux. Motion passed.
4. Manager’s Report:
  - a. \$4,000 has been added to the Reserves for resurfacing of the spa.
  - b. A recommendation came in to Mark to purchase a physical therapy-type recumbent bike for the Fitness Center instead of a new treadmill. This bike would be used by members recovering from injuries or surgery. After some discussion, it was determined that this type of equipment would not be used by a very large population and that we should continue to research replacement of one of the treadmills.
  - c. Striping of the parking lot is planned for late May.
  - d. In conversations with the contractor regarding roof cleaning and sealant schedule, he recommended that the roof be pressure washed and sealed in 2018, then a sealant reapplied in 2019 for the best results, and then on an every other year schedule into the future.
  - e. The pool pump is leaking and repair will be done at the same time as pool resurfacing.
  - f. The windows will be cleaned in May or early June. It was suggested that the contractor be asked to also clean the outside of the sky lights.
  - g. Timing for refinishing the Auditorium floor was discussed and it may be done after the SBCA annual meeting, allowing time for the staff to replace missing pads on banquet tables and possibly chairs to minimize scratching of the newly finished floor.
  - h. Mark was requested to check with the landscaping contractor regarding appropriate timing for pruning the Japanese Maples at the front of the building as well as discussing fertilizer needs, especially the rhododendrons. The contractor is working on repairing irrigation leaks in preparation to turning the system on.
  - i. Mark is working on making improvements on the sound system in the Auditorium, specifically replacing the LCD projector and cable to more modern technology. PLPA has offered to contribute \$4,000 to this effort with another \$4,000 possibly coming from the Capital Improvements budget or member donations.

The meeting was adjourned at 10:30 am. The next meeting will be Tuesday, June 5 at 9:30 am.

Chris Dean  
May 8, 2018