

**South Bay Community Association  
Facilities Committee Minutes  
Tuesday, January 8, 2019**

1. Call to Order – John Sweet.
2. Members present. Sweet, Kent, Rosenthal, Melvin, Shadrick and Spagle.
3. Agenda and December meeting minutes were approved by consensus.
4. An online review of software was conducted by Shawn of EZFacility Software. This software program would handle memberships, calendar of activities, event management and point of sale protocols. The system appears to have all the functions we would need plus some we could grow into. This would give us more information and streamline several of the office and check-in functions. This will come up again on the February agenda with cost details.
5. The reserve study was reviewed with discussion about priorities. Motion Kent/Shadrick to approve this preliminary review and pass it on to the finance committee. Passed. The study will be given another review at the February meeting and then passed on to finance as a final recommendation.
6. The finance committee will have on their agenda a proposal to allot \$500 for a study on repair of the shed that would address some structural issues and add more space.
7. We will be re-scheduling an inspection/recommendation of the carpet between the pool and locker rooms that was cancelled due to the unavailability of the rep from Carpet One.
8. Motion Rosenthal/Kent to install 2 LED 2x2 panels in the stretching area. Motion passed 5-1.
9. Manager's report – need to develop communication with the Trails Committee regarding trail signage in the area of the Bay Club.
10. Next meeting February 5, 2019. (Chair will be absent.)
11. Meeting adjourned at 11:55 a.m.