

**South Bay Community Association  
Facilities Committee Minutes  
Tuesday, May 7, 2019**

1. Members present: Kent, Dean, Rosenthal, Melvin, Shadrick
2. The minutes of the April meeting were read and approved by consensus.
3. As next year's budget may be approved this week and replacement of flooring is a priority, it was suggested the Committee proceed with obtaining two additional bids for the flooring in the Craft Room, the hall and fitness center, using the same scope of work and specs as the current bid obtained from McCrorie. Their current bid needs to be corrected to include both hall and fitness center as well as square footage and price per square foot of all areas being bid. The Committee feels there may be a need to purchase custom carpet mats to be positioned on top of the replacement carpet between the pool and locker room doors to absorb moisture.
4. Bob Kent presented architectural drawings of the suggested redesign of the shed. Not included in the drawing were an exhaust fan in the kiln room and exterior siding replacement. Bob and Mark will work to prepare an "Agreement Between Owner and Contractor Guidelines" document to prepare bid requests to present to three contractors. The design presented does not represent the originally desired scope but additional enhancements to the interior storage area, such as shelving, etc. will be addressed as Phase 2 as funding allows.
5. Maintenance and upkeep of the front planters were discussed. To relieve the current volunteers of Barb Skinner, Joe Guillien and Chris Dean, it was suggested that the Garden Club be approached if some of its members would be interested in adopting the area. Chris will discuss with Barb and Joe.
6. Landscaping of the front circle area was discussed. A plan needs to be developed, priced, and presented back to the Committee. Marci and Chris will work on that.
7. The water element area behind the club was discussed with no firm plan on design, upkeep, or funding from the donating family.
8. Manager's Report: The club is transitioning to the new Property Management check-in system, implementing the basic features to start. Modifications are being done to the building's security system including cancelling old codes and replacing with new ones.
9. Next meeting June 11, 2019
10. Meeting adjourned at 12 noon.