

**South Bay Community Association**  
**Facilities Committee**  
**DRAFT Minutes 6-11-19**

Meeting called to order at 9:34

We did not have a quorum – only 2 committee members were present: Spagle & Rosenthal. The balance of the meeting consisted of information sharing on the status of various projects.

Review of May 7 minutes: no vote taken due to lack of quorum

New Business:

Since the last meeting 3 committee members have resigned from the committee: John Sweet, Chris Dean and Marci Melvin.

Old Business:

Flooring Bids: This Reserve item is on hold until next fiscal year when replacement is scheduled;

Shed: Mark has solicited interest from several companies and to date has interest from three. Next steps will be to secure monetary bids, sign a contract and proceed. Mark needs to ensure those bidding on the contract understand that new siding and a new roof should be included in the bid.

Front planters: There is currently one person, Joe Guillien, who is doing detailed maintenance (ie fertilizing, replacement of spent plants), and Marie does some deadheading. If Joe were to withdraw his support we would need to find another solution.

Water element behind building: No action has been taken. At the garden expo this week Mark will seek suggestions or ideas for low maintenance, low/no cost solutions and will bring to the committee for discussion.

Manager's Report

Marks biggest concern is the PLVC Trails committee. He is beginning work on developing a memo of understanding with PLVC. He would like similar understanding with wood workers, tennis etc.

The new Club software has capability to provide information re: use of various amenities to see how members are using the Club.

Heat pump is still an issue with at least one Inner Harbor resident. The heat pump at issue may need tweaking due to February power outage to ensure it doesn't come on early in the morning.

Recycling is an ongoing issue. Mark feels a weekly trip to the recycle bins would deal with most items. Special events (such as member socials) generate their own type of recycling (bottles/cans) and would have to be dealt with on an event by event basis.

Mark could also like to use only eco-friendly material for events or move to glass etc that can be reused. Mark will look at relative costs.

The ARC documents have been digitized.

Next digitize all legal opinions and detail by year and topic.

Tom Sprandel (in the audience) asked if we have a records retention policy. We do not, but Mark would like to develop a policy.

Sound system is completed.

Auditorium fans – money issue (\$5,500) – Mark feels this would help with interior temperature control as attendees at events wouldn't open the doors to the outside and reduce HVAC noise in the auditorium.

Mark is planning on cleaning the fans in the cardio exercise room which may stop exercisers from opening doors and windows.

Mark will secure a mat for the Nu Step machine.

No date yet for camera installation on the front of the building.

No other comments.

Next meeting is July 9 at 9:30.

Adjourned at 10:30.