

**South Bay Community Association
Facilities Committee Meeting
September 10, 2024, 2024 9:30AM
Informal Minutes**

Agenda:

There was no agenda for the meeting

Minutes: There were no minutes from the August 6, 2024 meeting to approve.

Present:

Committee members Susan Shadrick and Carolyn O’Keeffe; GM Mark Torres

Also present at the meeting were Christine Spagle and Gil Skinner

Absent:

Committee Members Ted Ross, Rob York were absent. John Goldwood, Chair, resigned from SBCA Board of Directors and committee.

Bob Gilbert, SBCA President was not present

Quorum: None

Items discussed:

New Chair for Committee: With the resignation of John Goldwood from the SBCA Board of Directors and Facilities Committee, a new Chair is needed. Susan recommended Carolyn O’Keeffe as Chair. Carolyn had shared with Bob Gilbert that if the committee agreed, she would be willing to chair the Facilities Committee. Bob had relayed the message to Mark T. Susan again recommended Carolyn to chair the Facilities Committee. Mark T. will take the recommendation to the Board of Directors for approval.

Chairs for Classroom:

Questions arose from the audience as to how the chairs were ordered and purchased for the classroom. From the last Facilities meeting, the understanding was that Christine Spagle would go to Tacoma and check to see if there were other chairs comparable to the chairs in the Conference Room (well-made, durable, fitting overall décor of Bay Club) and confirm a price. Christine would report back to the Facilities Committee at the September meeting. Bob would ask the Mahjong group what they thought of the two trial chairs from Amazon. Determination of which chairs to order and purchase would occur at September meeting.

Chairs were purchased as soon as Mahjong group gave their approval of the chairs. This did not follow what the Facilities Committee had outlined as next steps at their August meeting.

Missteps in the process:

- Amazon chairs were purchased after Mahjong group said they liked them. (Note: chairs cost \$40/each)
- No other criterion/group was utilized to test chairs for fit, durability or matching to current Bay Club décor.
- Purchase occurred without waiting for September meeting and Christine's report to Committee and Committee making recommendation to the Board of Directors.
- Purchased made without Board of Director's approval.

Topic will be brought forward at the next SBCA Board of Directors meeting.

Meeting adjourned at 10:15 a.m.