

South Bay Community Association
Facilities Committee Meeting Minutes
January 7, 2024

1. Call to Order
 - a. Meeting called to order at 9:32 a.m.
2. Determination of Quorum
 - a. Quorum met
 - b. In attendance were Facilities members Carolyn O’Keeffe, Ted Ross, and Bill Colosky. Also present was GM Mark Torres. Absent: Larry Meier and Rob York.
3. Approval of Agenda
 - a. Agenda approved unanimously.
4. Approval of Minutes for December 10, 2024 meeting
 - a. Minutes approved: 2 yes; 1 abstained (absent from last meeting).
5. Old Business
 - a. Update on pool/spa area dehumidification project: Mark T. received the report from Desert Air regarding our question regarding humidity in pool/spa area and areas surrounding the pool/spa, including Cardio, Woodshop, locker rooms, stretching area and weights room. The report indicates that we do have a humidity issue and validates that we need dehumidification. A dedicated pool handler would address the pool/spa area but not the rest of the building being impacted. Another heat pump would be needed to address the other areas impacted. There would be two physical units, one in the pump room; the other outside the pump room. There would need to be changes in ducting in the pool area and reconfiguring of the existing duct work. This would be an expensive project (\$300K) and would need to be added to the Reserves Component list for future impacts to the SBCA budget beyond the purchase and installation cost of a dehumidification system. This project can be in two phases to break up the cost. What the Committee needs to do next is
 - i. to determine a reliable, conservative expectation of what we’d spend;
 - ii. Verify the useful life of components that would be negatively impacted/affected;
 - iii. Show cost/benefits of adding a dehumidification system
 - iv. Target February for cost, detailed report and recommendation.
 - b. Review and Discussion of Components, Costs and Useful Life Accuracy: Committee reviewed components list in UPlanit program. We discussed items on the list, Mark had identified larger items into more specific language to provide a clearer definition (e.g., plumbing to include piping, electrical, locker room updates); added items such as banquet chairs/tables under equipment and made a specific note on type of chair to purchase. Our next step is to ensure all items have been listed and the status is correct. Committee will have final report to share with Finance after next month’s meeting.
 - c. Woodshop report: the recently acquired dust collector has been assembled and tested and it works. Installation of the ducting that will allow the unit to be placed in service in mid to late January. It will be located in one of the smaller rooms which has a door that can be closed. The intention is to lessen the noise that impacts the conference room while it’s operating. Secondly, the newly purchased Stanley tape measure has

gone missing. The first tool was a Dewalt utility knife, within a few weeks of being placed in the shop. Recommendation from the Committee is that Rob craft an email message to the Woodshop group to request meeting regarding tools disappearing from the Woodshop area.

6. New Business
 - a. Auditorium chairs: Carolyn will craft email to PLPA regarding status of chair request (Committee needs to determine where replacement fits on Reserves Components list with cost and timeline.
 - b. Sconce lighting in hallway above art: Carolyn will craft an email to Art league to discuss lighting request to enhance the lighting of the first two areas in which art hangs. We have made a notation in the Reserves Components list under lighting to look at a sconce style.
7. Issues from other Committees: Activities Committee brought a request to Facilities Committee to look at a retractable awning/ pergola that would go over the patio outside the doors from the Great Room. They believe that this request would be an enhancement to the Bay Club, it would directly benefit members, providing more space for activities and use of the patio year-round. This would be a Capital Improvement expense. The Committee recommends that the Board of Directors allow them to pursue this request to determine feasibility, costs, and resources required (e.g., staff time and support).
8. Comments: none
9. Adjournment: Meeting adjourned at 11:25 a.m.

Next SBCA Facilities meeting: February 11, 2025