

South Bay Community Association
Facilities Committee Meeting Minutes
March 11, 2025

1. Call to Order: Meeting called to order at 9:30 a.m.
2. Determination of Quorum: Quorum was determined. In attendance: Committee members Ted Ross, and Carolyn O’Keeffe, Rob York and GM, Mark Torres. Also in attendance were Christine Spagle and Mike Wyer. Absent: Bill Colosky; Larry Meier, who submitted his resignation from the committee.
3. Approval of Agenda: Motion made to approve agenda by Ted Ross; seconded by Rob York. Unanimously approved.
4. Approval of Minutes for February 11, 2025, meeting: Motion made to approve agenda by Ted Ross; seconded by Rob York. Unanimously approved.
5. Old Business
 - a. Final Review and Discussion of Components, Costs and Useful Life Accuracy: Committee completed final review of useful life expectancy of reserve components; determined the Reserve Study spreadsheet was ready for the Finance’s Committee.
 - i. Recommend repair of broken concrete work around the Club, tree limbing and removal as needed, plumbing systems evaluation, purchase of new PCs, server and switch to be major budget items for next year.
 - ii. We are working on finding sources for both electrical and plumbing evaluations.
 - iii. Update on pool/spa area dehumidification project: Motion to recommend purchase of pool/spa area dehumidification system to Finance Committee and add it to Reserve Study component list made by Carolyn O’Keeffe; seconded by Rob York. Unanimously approved. Cost to range between \$350,000 – 450,000.00.
 - b. Woodshop report: Rob reported that dust collection hooked up temporarily. Rob will send Mark a notice for Woodshop participants requesting return of missing items (e.g., measuring tape).
 - c. PLPA Camera Request: PLPA member presented PLPA cameras request and location of cameras in the auditorium. Mounting cameras will provide positive viewing angle and safety with no cords/cables on the floor. There will be two cameras. Cameras will be purchased, maintained and maintained by PLPA staff. There will be no cost to SBCA. Set up of cameras are controlled by an app. Motion to recommend to SBCA Board approval of PLPA mounting cameras in auditorium and removing them after each use made by Ted Ross; seconded by Rob York. Unanimously approved. A recommendation for a liability waiver request for PLPA also made and seconded and unanimously approved. Both motions will go to Finance and then, the Board for approval.
6. New Business
 - a. Bay Club items: stage, landscape option, window cleaning option:
 - i. Landscape option: removal of current soil and bring in new soil/mulch to enrich; we will need to work with landscaper on refreshing landscaping around front of club.
 - ii. Stage: we have a bid of \$4,000-\$5,000 to mount an LCD projector at the back of the stage for greater use and availability for presenters.

- iii. Window cleaning: we have a bid from a local window cleaning company/business to clean all Bay Club windows at a cost of less than \$3,000.
 - b. Coffee bar in Great Room: Mike, a longtime member presented a coffee bar concept to be located at the left side of the Great Room with the goal of increasing South Bay members coming to and enjoying the Bay Club. The concept included purchase of a Keurig machine for large crowd capacity, cabinet, plumbing of the unit. The committee members and presenter discussed the request and shared concerns of cost of the pods, environmental concerns of waste and lack of compost and/or recycling of pods. After a lengthy discussion, the request was tabled.
7. Issues from other Committees: Activities committee requested that a tent/enclosure to be installed outside the Great Room to increase year-round use of patio and to accommodate more members coming to Members Lounge events. Potential solutions provided to Facilities Committee were a portable tent, pergola/awning option or build our own extension over the patio. Heaters would be needed as well. After discussion among committee members, the committee recommended a temporary solution of increasing the footprint of the area for the Members Lounge and moving the food to allow for more seating. Communication will be sent to Bay Club members as well of the changes in seating and space for groups. We will evaluate how well additional space is working by collecting data on number of members attending each Members Lounge events. Motion to recommend to GM to change the footprint of the Great Room to accommodate more members attending the Members Lounge and collect data on how well this temporary solution is working made by Carolyn O’Keeffe; seconded by Ted Ross. Unanimously approved.
8. Comments: Mike Wyer and Christine Spagle requested to join Facilities Committee. Both were accepted unanimously. Larry Meier sent in his resignation from the committee citing increased work and inability to make meetings. His resignation was accepted unanimously by the committee. Motion to approve Ted Ross as new Chair of Facilities Committee made and seconded and unanimously approved by committee. Welcome and thank you, Ted!
9. Adjournment: Meeting adjourned at 11:45 a.m.

Next SBCA Facilities meeting: April 8, 2025