

South Bay Community Association  
Facilities Committee Meeting Minutes  
May 6, 2025

1. Call to Order: Meeting was called to order at 9:30 a.m.
  - a. Determination of Quorum: Quorum determined. Committee members present: Ted Ross, Carolyn O’Keeffe, Chistine Spagle, Bill Colosky, Rob York, Mike Wyer and GM, Mark Torres.
2. Approval of Agenda
  - a. Motion to approve agenda made by Christine Spagle; second by Carolyn O’Keeffe. Unanimously approved.
3. Approval of Minutes for April 8, 2025 meeting
  - a. Motion to approve April 8, 2025, minutes made by Christine Spagle; second by Carolyn O’Keeffe. Unanimously approved.
4. Old Business
  - a. Electrical System Maintenance – Mathews Electric will be setting up a visit to do a maintenance check.
  - b. Woodshop report: Dust Collector attachment for bandsaw works well. Max donated a mobile router table to replace current one.
  - c. Window washing - occurred in April; \$2500 for inside and out. Two person team did a great job.
  - d. Landscaping: We are beginning to plan for a landscape project for the front landscaping; we have oversized trees that have roots cracking and heaving the sidewalks. They will need to be removed. The dirt needs to be replaced and new topsoil needs to be brought in. We also need to determine what shrubs and small trees to consider for replacements for those items being taken out.
  - e. Update Plumbing Repairs working with David Hosfeld from Re-pipe Specialists Inc. to do a visual analysis of our plumbing. Ted will take photos and send to David Hosfeld. We may need to take out a piece of pipe for his analysis.
  - f. Managers Update: OWSI ice-pigging.
5. New Business: We will be reviewing our Facilities Use Policy/Procedure with the new Board of Directors. We have a deficit in cost to rent/use each room type and what we receive in revenue. We need to think about how to increase our revenue outside of dues/members’ assessments. As a non-profit HOA we can earn 40% of our income outside of assessments; we can only spend 10% at the expense level outside of dues. Doing a space utilization study will be assist in determining use of rooms and equipment throughout the day.
6. Issues from other Committees:
  - a. H/F discussed the trap bar, a piece of equipment we accepted from Dean Rosenthal, a committee member, as a donation. We have concerns from doctors at Active Life Fitness and our member, Diane Olson, a Personal Trainer. All shared concerns of how heavy the trap bar is, how easy it is to use the trap bar incorrectly doing dead lifts and injuring yourself. Both doctors and the Personal Trainer said they would not use the trap bar with their patients/clients. Based on these concerns, the Health/Fitness Committee determined that this piece of equipment should not be in our fitness area.

- b. Carolyn recommends that the Facilities Committee recommend to the SBCA Board that we remove the trap bar from the Bay Club and our fitness areas. Facilities Committee agreed.
  - c. Positive H/F Committee item: H/F is looking to do a quick survey to check which cardio equipment members use when they come into the cardio room area.
- 7. Comments: None
  - 8. Adjournment: Meeting adjourned at 10:55 a.m.

Next SBCA Facilities meeting: July 8, 2025