CAMERON CLUB FACILITIES COMMITTEE (CCFC) MEETING MINUTES
Thursday, 12 April 2017

The following individuals attended the meeting:
Dick Meyer, Vice Chair
Teri Vickery, Member
Richard Shea, Member
Michael Henry, Recording Secretary (joined at 7:40)
Donna Kenley, Board Liaison
PsyniiGianni Scott, ProFIT Fitness Center Manager/Activities Director

The following individuals were absent:
Ray Celeste, Chair
Deirdre Baldino, Assistant Community Manager

1. The Facilities Committee meeting was called to order by Dick Meyer at 7:07pm.

2. The agenda was approved unanimously on a motion from Teri Vickery.

3. No one attended the Residents’ Open Forum.

4. The previous meeting minutes were approved with no change unanimously following a motion from Teri Vickery.

5. Community Pool Service issues (No one from Community Pool Service attended the meeting):
   a) The Committee was unable to determine the status of repairs to the leak previously reported.
   b) The schedule of preparations for pool opening has been revised to include the City health inspection on April 19 and pool set up on May 15. Opening still set for May 27.
   c) The Committee has not received the name of this season's Pool Manager.

6. Board Update
   a) Dick Meyer reported that the two motions for purchase of replacement exercise equipment and a new upright cycle received Board approval.
   b) Board President Jon Dellaria made a brief appearance and reminded the Committee to review the status of operating budget line items. Management is directed to ensure that General Ledger line items under Committee oversight are included with the monthly management report.

7. CMC Management Report
a) A contract with Dolan Contracting for the installation of safety bars on 4 fitness center windows for $1,220 has been signed.
b) The RFP for the Pool Snack Bar Pilot Program received one bid. See information under New Business below regarding this.

8. ProFIT Report

a) Fitness center attendance for the month of March was 6,288, or a daily average of 203 per day. This is consistent with the February daily average of 207 per day.
b) 5 of the 10 Group Exercise classes saw an increase in March. Gentle Yoga and Total Body Weights were the most attended
c) ProFIT conducted the “hangman” challenge in March. Jennifer Henry won with a time of 2:41
d) ProFIT is currently interviewing candidates for two personal trainer positions to start this summer
e) The Replacement Cycle is due for delivery within four weeks; the Cardio equipment should be her by April 24; and the Strength equipment should be received by May 25.
f) Two of the Treadmill lift motors are not operating properly. These will be the two Treadmills that are replaced later this month.
g) Some additional items are needed to further expand their availability or to replace some missing items. The Committee directs Management to purchase these items at a cost of $209.19.
h) ProFIT has created a new survey to gauge resident interest in the free classes and whether or not the classes should be changed. The CCFC advised ProFIT to advertise this survey as much as possible because we view the information as critical to making decisions regarding the classes.
i) The CCFC advised ProFIT that the current Fitness Director Floor Hours pilot program will end this summer. We asked them to start compiling data so we can determine if the program should be continued.

9. Old Business

a) The gas seal leak in one window in the all purpose gym was discussed. It is the sense of the Committee that as long as this does not present a serious safety problem, it should not repaired since the cost will far outweigh any benefit.

10. New Business

a) CCFC received one bid for the operation of the Tiki Snack Bar in the Cameron Station Pool for 2017 from The Pretentious Gourmet.

Teri Vickery moved “That the BODs accept the proposal dated March 26th, 2017 from the Pretentious Gourmet to provide poolside snack bar service in
accordance with the RFP referencing the same and modified as follows: Employees of The Pretentious Gourmet who are not residents of Cameron Station or who do not have a Cameron Station Visitor's Pass may not use the pool or the fitness center.

11. The meeting was adjourned at 8:15 pm on a unanimously approved motion made by Teri Vickery.

Addendum: On 20 April the following electronic vote was held on the below motion:

**MOTION:** “That the BODs approve the exterior painting work on the pool deck area be completed as described in the proposal in the amount of $1765. The funding would be coded to General Ledger (GL) Code: Building Repair & Maintenance. This fund has $10K allocated to it for FY2017. None of the funds have been used to date.”

The motion was made by Dick Meyer and seconded by Teri Vickery and passed unanimously.