CAMERON STATION COMMUNITY ASSOCIATION
CAMERON CLUB FACILITIES COMMITTEE MEETING MINUTES
April 14, 2011, 7:00 P.M., HENDERSON ROOM

Attendance.

The following individuals attended the meeting:

- Alvin Boone, Board Liaison
- Ray Celeste, Chair
- Martin Menez, Vice Chair
- Kittie Messman, Recording Secretary
- Michelle Wright, Member

The following individual was absent:

- Jodi Wittlin, Member

I. Call to Order.

a. Mr. Celeste was delayed so Mr. Menez called the meeting to order at 7:05 p.m.

b. At least three members were present, so there was a quorum.

II. Agenda. Members approved the agenda with no changes.

III. Residents’ Forum. There were no residents present so no forum was held.

IV. Approval of Minutes. Members approved the minutes from the last meeting with no changes.

V. Board Update. Mr. Boone said the Committee’s recommendations for potential renovations to the Cameron Club were well-received by the Board of Directors. At the next Board of Directors meeting on April 26, 2011, a WTS Design Specialist will attend to discuss recommendations for the Fitness Center, and Mr. Mark Orling from Rust | Orling will attend to discuss possible plans on renovations. The Board asked Committee members to attend the meeting, if available. Mr. Boone indicated the meeting would likely focus on recommendations from the Cameron Club Ad Hoc Renovation Committee report, as well as those made by this Committee.

VI. WTS Report. Mr. Horner was not present, but prepared a written report for the Committee.

a. Summary Report. Usage figures showed 4749 residents scanned into the Club to use fitness equipment/areas in Feb 2011, compared with 3660 in Feb 2010 – an increase of 1089 residents. In Mar 2011, 5211 residents scanned in compared with 4145 in Mar 2010 – an increase of 1066 residents. Possible reasons for the increase
were discussed; such as: the recession, the better quality of equipment in the Fitness Facility, and more residents discovering the Fitness Facility.

b. Equipment Replacement. No equipment required replacement.

c. Resident Comments. Three negative comments concerned issues with the TVs, which were resolved, and two positive comments were made on the quality of the facility.

d. Children’s Programs. The kids’ fitness classes were cancelled due to lack of registrations. Mr. Horner will send out another e-mail on or about 6 May, to notify parents of the program to try and elicit interest and registrations.

e. Other items. No new information on the 5K run in October, and no other issues or incidents were reported.

VII. CMC Management Issues. The Community Manager provided a written report.

a. Roof Repairs. CMC Engineering inspected the roof and completed repairs in March, after which there were no reported leaks; however, it did not address whether the problem leak was repaired. A Request for Proposal (RFP) was submitted to seven companies for follow-on inspections.

b. Other Repairs. A crack in one window of the Fitness Center will be repaired by the end of April, and exterior painting of the Club is ongoing and should be completed within a week. New Fitness Facility rules signs should be installed by the end of April.

VIII. Unfinished Business.

a. Capital Improvements. There is a possibility that installation of the flat screen TVs may be delayed, pending the outcome of discussions on renovations to the Fitness Facility. Installation would be phased in with any work that would be done.

b. Mat Selection.

(1) In response to Committee Member questions on the mats, Mr. Celeste reported there were no copyright issues with the logo or its color, and that durability of the mat and logo was expected to be 1 to 2 years, depending upon level of traffic. There are two sizes/prices of mats: 6’ x 9’ at $540.99; and 3’ x 5’ at $135.99; the 6’ x 9’ mat would be used in the Cameron Club. Funds for payment of costs would come from the general recreational equipment fund. Regarding appropriate use (as mats or rugs), the vendor said these were unmistakably “mats”, not rugs.

(2) Members discussed the intent of acquiring the mats, to add to the ambience and quality of the Cameron Club, with such quality being expected in a more affluent
community such as Cameron Station. As such, Members were unsure mats would meet the intent since normal usage (to wipe feet) would result in a mat that looked no better than other lower quality products. Mr. Celeste agreed to explore the possibility of rugs instead of mats, to be placed in a central location of the Club instead of being used as normal mats.

VIII. New Business.

a. Pool Opening.

   (1) The pool will open the Memorial Day weekend; hours and rules remain unchanged from last year.

   (2) There is a need for a person to act as liaison between residents and the Board of Directors and/or the CMC Manager. The pool liaison would monitor requests for equipment, maintenance issues, and contracts. Ms. Wright agreed to fill the position, given her experience as a member of the Ad Hoc Pool Committee.

b. Budget Submission for 2012. The budget submission process will begin in July for ultimate approval by the Board of Directors in September. Committee Members will conduct a walk-through of the Cameron Club and its grounds to determine what needs to be done or what could be improved, so they can begin drafting a budget request. The large gaps in bushes along the Club’s south exterior wall will be inspected and inquiries for remedy made with the Common Area Committee.

IX. Adjournment. The Committee adjourned at 8:00 p.m.