Attendance.

The following individuals attended the meeting:

- Ray Celeste, Chair
- Martin Menez, Vice Chair
- Dick Meyer, Member
- Kittie Messman, Recording Secretary
- Teri Vickery, Member
- Brian Sundin, Board Liaison
- Deirdre Baldino, Assistant Community Manager
- Rich Mandley, ProFit
- Psynii Gianni Scott, Fitness Director

I. Call to Order. The meeting was called to order at 7:02 p.m. by the Chair, Mr. Celeste.

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

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

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

V. Board Update. The Board did not meet during December so there was no update. Mr. Sundin was officially introduced to the Committee Members.

VI. ProFit Report. Mr. Scott is working with management on the process for collecting resident scan data for the Fitness Center. Monthly reports will begin in February.

   a. Resident Input. Mr. Mandley and Mr. Scott reported a successful beginning to their management of the Fitness Center and positive feedback from residents for the free classes offered by ProFit.

   b. Window Stickers. Mr. Celeste provided samples of proofs for the stickers. Members agreed that the vendor could move forward in providing the stickers.

      (1) The front entrance window stickers will show the hours of operation from inside and outside the foyer. Instead of a translucent sticker, an opaque sticker with black lettering will allow the hours to show correctly from inside and outside the front entrance.
(2) The window leading into the basketball court will have an opaque sticker with the Cameron Station logo, allowing it to be seen correctly from inside and outside the court.

(3) The logo for the wall above the stairs leading to the offices will be placed on Plexiglas.

c. Transition. Mr. Rich Mandley and Mr. PsyniiGianni Scott said the transition was going well. The letter of introduction and class schedule were published in e-mail blasts and will be included in the next Compass. ProFit kept two prior employees for desk operations and hired three additional personnel to work the desk. Mr. Mandley plans to have an on-line class registration system, MindBody, operational by 1 February 2015. The system will allow residents to purchase class passes and allow instructors to track attendance. The survey to solicit resident input on desired classes will be issued when MindBody is operational.

d. Other Issues.

(1) Equipment. Mr. Mandley and Mr. Scott discussed the Equipment Repair and Replacement Plan with Members. Mr. Mandley will review the list, as well as previous records showing replacement of items, to determine if the plan needs to be revised. Mr. Scott reported three treadmills were down; they are pending repair.

(2) Audio System. Mr. Scott said the current audio system for the basketball court that is used for group classes needs to be updated. He will provide the Committee with three proposals at the next meeting.

(3) Other items discussed included the potential for activities for children; posting of signs to remind residents to wipe feet during the winter season to prevent equipment breakdowns; and reminding class members not to use the emergency exit in the basketball court. Mr. Scott also reported a problem with water pressure and the locker room toilets flushing properly. Ms. Baldino will ask Mr. Merritt to look into the issue.

VII. CMC Management Issues. Management provided a copy of its report.

a. Mr. Celeste reminded Ms. Baldino that the Committee needed the December usage report from WTS for the Fitness Facility. Ms. Baldino said she will reach out to WTS for the report.

b. Ms. Baldino reported that the photo contest project was complete and all photos were displayed in the Cameron Club. Mr. Celeste suggested that the Board commend the personnel involved in the project and Members agreed with the suggestion.

MOTION: Ms. Messman proposed, and Members agreed to recommend the Board of Directors recognize members of Management and the Renovation Committee involved in the photograph contest with the following commendation: “The Cameron Station Board of Directors hereby recognizes Karen Diener, Jihee Kim-Boone, Colleen
Hairston, and Deirdre Baldino for their involvement and leadership in Cameron Station’s Inaugural Photo Contest. Their tireless efforts facing many challenges over several months in reviewing and selecting photos that best represent Cameron Station, meeting with graphic designers, and selecting framing and matting materials are evident in the professional quality photographs now displayed in the Cameron Club. Their steadfast support of this project represents the best of our community in Cameron Station.”

c. Use of Inflatables. Management wants the Committee to recommend language to include in the room rental policy to prohibit the use of inflatable play equipment.

**MOTION:** Ms. Messman proposed, and Members agreed to recommend the following policy be included for room rentals: “Play equipment prohibited for use within the Cameron Club includes, but is not limited to moon bounces, trampolines, and slides.”

d. Sink Skirts. Mr. Merritt will meet with a plumber to discuss the purchase of pipe wrapping material that will match the wall color, as a means of camouflaging the pipes. Such wrapping will be ADA compliant as there is nothing preventing access to the sinks.

e. A/V System. Six residents have taken training and rented use of the A/V equipment in the Great Room. Mr. Menez requested Ms. Baldino follow up with these residents to obtain feedback on their experience with the equipment. Members suggested that future rentals include a feedback form the resident can provide Management.

**VIII. Unfinished Business.** Access/Security System. SETEC’s proposal will be presented at the next Board meeting along with a clear, comprehensive motion to approve. Mr. Menez will brief the Board on the proposal.

**IX. New Business.** None.

**X. Adjournment.** The Committee adjourned at 8:44 p.m.