CAMERON CLUB FACILITIES COMMITTEE (CCFC) MEETING MINUTES
Thursday, 10 Dec 2015

The following individuals attended the meeting:

Ray Celeste, Chair
Dick Meyer, Vice Chair
Teri Vickery, Member
Stephanie Waldrop, Member
Deirdre Baldino, Assistant Community Manager
Rich Mandley, ProFIT Regional Manager
PsyniiGianni Scott, ProFIT Fitness Center General Manager
Michael Henry, resident applicant for the CCFC

The following individual was absent:
Donna Kenley, Board Liaison

1. The Facilities Committee meeting was called to order by Ray Celeste at 7:03 pm on December 11, 2015. The agenda was amended by a motion in which the CMC management report was moved up to paragraph VI and the ProFit Report was moved to VII. The previous meeting minutes were approved via a motion as submitted.

2. No residents attended the open forum.

3. CMC Management report:

   a. The storage cabinet has been installed to secure Fitness Center workout items, e.g., Tiger’s Tail, Perfect Pushup equipment items, etc. A check out system will be implemented, e.g., log book, the taking of the resident’s Cameron Station Identification card. These workout items will be purchased shortly by CMC Management.

   b. The TV transmitter has been received. Psy Scott will trouble shoot all the cardio receivers/transmitters to determine which ones need to be replaced.

   c. Two TV channel guides will be placed in the Fitness Center with the Cameron Station logo on them so residents will be able to easily determine which stations they have to choose from.

   d. CMC Management will determine if they would like to recommend the CCFC further explore a lockable doorway to be placed in the outer office area for security reasons.
e. **Motion for the Board of Directors’ (BOD) consideration:** Dick Meyer made and Stephanie Waldrop seconded: “That Dolan Contracting be awarded the contract to repair the Fitness Center and Hallway ceilings at a total cost of $2,270.” The motion passed unanimously.

**Rationale:** Although Dolan Contracting’s proposal was not the low bid received, the committee felt that it was more detailed, thorough, and complete than the other bids received. CCFC was in agreement.

**Motion for the BODs’ consideration:** Teri Vickery made and Dick Meyer seconded: “That Michael Henry be confirmed by the BODs as a member of the CCFC.” The motion passed unanimously.

4. **ProFIT Report:**

   a. Teri Vickery led a brief discussion on the meeting that was held with ProFIT (Tammy Cooper and Psy Scott) and Donna Kenley to review Fitness Center Class survey results on Wednesday 9 December. It was decided to cancel one existing class and add two new classes for a total of ten complimentary classes. The two new classes would be Pilates, Tai Chi and/or Zumba depending on the availability of instructors. The Wednesday Vinyasa Flow Yoga should be taken out as there is already a Monday class. A class at 6:00 pm and one at 7:30 pm should be added on Wednesday nights. This will allow residents who work the opportunity to take evening classes. A later time was discussed but was determined would not be in the best interests of our residents as it would be too late. ProFIT concurred with this assessment.

   b. A new name proposal should be considered for the “Cameron and Weights” class.

   c. Attendance for all classes needs to be reviewed monthly. If attendance does not meet the threshold of a monthly average of five residents per class, it should be reviewed for possible replacement by another class offering.

   d. Classes will be open to residents on a first come, first served basis. **Residents must be present to meet this policy.**

   e. Rich Mandley briefed the CCFC on the exercise equipment repair/replacement draft capital plan for FY2016 and provided handouts for the plan for the next 5 years. A more detailed discussion will be held at the CCFC’s January meeting.

5. **New Business:**
a. Ray Celeste gave input as to what the Reserve Study should include to CMC Management:

(1) Pool Deck
(2) Pool floor/surface/coping stones
(3) Wading pool deck/floor/surface/coping stones
(4) Both pool filtration systems
(5) The lockers in both the men’s/women’s locker rooms
(6) The five year exercise equipment repair/replacement capital plan.

**Rationale:** These items were not included in the last Reserve Study the BODs directed to be conducted.

6. The meeting was adjourned at 7:49 pm.