CAMERON STATION COMMUNITY ASSOCIATION
CAMERON CLUB FACILITIES COMMITTEE MEETING MINUTES
March 10, 2011, 7:00 P.M., HENDERSON ROOM

Attendance.

The following individuals attended the meeting:

Al Boone, Board Liaison
Ray Celeste, Chair
Kevin Horner, Fitness Director
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Michelle Wright, Member

The following individual was absent:

Jodi Wittlin, Member

I. Call to Order.

a. The meeting was called to order at 7:05 p.m. by Mr. Celeste.

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

II. Agenda. Mr. Celeste proposed adding the following topic to the agenda:


All members agreed and approved the agenda with the addition.

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 relayed the Board of Directors’ desire to move forward on the recommendations made by the Ad Hoc Cameron Club Committee on potential renovations/changes to the Cameron Club facilities. Mr. Boone emphasized that the Board was receptive to the Committee’s thoughts on the matter.

VI. WTS Report.

a. Summary Report. Mr. Horner provided usage figures that showed there was a 20 percent increase in usage from February 2010 to February 2011.

Note: items for Board of Directors Meeting agenda in Unfinished Business and New Business
b. Equipment Replacement.

(1) Three new treadmills were installed. One had a minor problem with an inoperable button that was quickly corrected.

(2) On March 4, 2011, the Fitness Facility passed the 1 million mile mark on the treadmill usage, within a 19-month period.

c. Resident Comments. Mr. Horner informed members of several comments, mostly positive.

d. Children’s Programs. There will be an orientation for parents on Saturday, March 12, 2011, on the upcoming children’s fitness classes that begin March 28, 2011. A 5K run is planned for October 2011. An e-mail blast will go out on Friday with this information, as well.

e. Other items.

(1) There was an issue in the Fitness Center where a resident complained about someone using a personal DVD player for a PX90 workout without headphones. The Fitness Center rules prescribe that residents must use headphones for personal electronic devices used within the facility. As such, new signs that will re-address rules regarding headphones, cell phone usage, and dropping of weights are on order and will be placed in conspicuous areas throughout the facility.

(2) In another incident, a resident became belligerent with a staff member when asked to end the basketball game he was playing, as the facility was about to close. The incident escalated to the extent that Mr. Horner intervened the following week when the individual was at the facility. Mr. Horner believes the issue has been resolved but will follow-up with the staff member to ensure there are no recurrences.

VII. Unfinished Business.

a. Capital Improvements. In 2009, the Board of Directors approved funding to replace the existing TVs in the Fitness Facility with flat screen models. Mr. Horner obtained three proposals – two from Best Buy and one from Cardiovision. Based on cost and features, Mr. Horner recommended, and the board agreed with the selection of the lower bid from Best Buy.

Recommendation to BOD: approve the use of the Line Item to purchase five flat screen TVs from Best Buy for $2889.77 each.

Note: items for Board of Directors Meeting agenda In Unfinished Business and New Business
b. Mat Selection. Mr. Celeste provided a sample mat that showed the texture and materials that could be used in any mats chosen for the Cameron Club entrances, and the Cameron Station logo that would be imprinted on the mat. There was concern over durability of the material and logo if residents used the mats for wiping feet, if they are placed close to doorways. Mr. Celeste will research further into the following: mat durability; whether design is available only as a mat (for wiping feet) or also as a decorative rug that could be placed in the center of the entry room, over the carpet; if other colors could be used for the logo (copyright issues); and whether there are set-up charges should selected colors be changed.

c. Other Issues. Ms. Wright shared that she was asked by a resident about the possibility of swim lessons at the Cameron Club pool. Mr. Celeste provided background information to members on this issue and that the Board of Directors determined in 2010 that there would be no formal instruction allowed at the pool, given its small size. Mr. Celeste advised members that future inquiries should be directed to the Board of Directors during the Residents Open Forum portion of their meeting.

VIII. New Business.

a. Ad Hoc Cameron Club Renovation Committee Recommendations.

**Recommendation to BOD:** The Committee recommends the Board of Directors proceed with the following recommendations, in the order of priority listed:

1. Hire a space planner and a fitness center design specialist (hired in tandem).
2. Increase storage capacity.
3. Upgrade kitchen.
4. Rearrange office areas.
5. Expand meeting room capability.
6. Redesign and Expand the Fitness Center.

**Justification:** Except for the hiring of a space planner and fitness center design specialist, this list is not in order of importance. Rather, the Committee arrived at the recommendations using the logic of doing what was easiest first, moving to what will take longer and be more difficult to accomplish. The Committee felt that residents and Cameron Club staff could enjoy the benefits from some of the easier solutions in the short term, while more difficult or longer phases were being planned or were ongoing. The Committee understands that recommendations from space planners/design specialists could modify or negate many of the recommendations here.

Note: items for Board of Directors Meeting agenda In Unfinished Business and New Business
b. CMC Manager Facility Update.

(1) A Request for Proposal has been submitted for painting and caulking the exterior of the Cameron Club. Funds are already approved for these improvements.

(2) There have been many problems determining the source of various leaks in the Cameron Club roof, which is showing much deterioration. There is an engineer investigating the matter.

IX. Adjournment. The Committee adjourned at 8:41 p.m.