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

Attendance.

The following individuals attended the meeting:

Ray Celeste, Chair
Kelli Hagadorn, WTS (substituting for Kevin Horner)
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Michelle Wright, Member

The following individual was absent:

Alvin Boone, Board Liaison

I. Call to Order.

a. The meeting was called to order at 7:00 p.m. by the Chair, Mr. Celeste.

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

II. Agenda. Members agreed to add new items under existing sections of the agenda, so no changes were required.

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. Menez summarized proceedings from a meeting on 11 July 2011 between the Board of Directors and Mr. Mark Orling from Rust | Orling about potential modifications to the Cameron Club.

a. Discussions focused mainly on improving the office and storage space. There will be no expansion of the fitness center via a “bump out” of the existing exterior wall, but the Director’s office and stretching room interior walls could be eliminated. The locker room reconfiguration was not feasible.

b. Potential changes: repurpose the condominium management office on the first floor; create a work area for the maintenance technician; close in the open area on the second floor; expand the great room and kitchen; explore moving the condominium offices from the Cameron Club building; divide the Henderson Room with a removable partition; and establish reception areas outside the offices.
c. Given summer and holiday seasons, the Board felt it best to prepare everything so that construction could begin immediately after the winter holiday period and be completed before Memorial Day. An attempt will be made to keep the Fitness Center open during renovations, possibly using plastic sheeting to close off areas undergoing work.

d. A follow-up meeting is tentatively scheduled for 3 Aug 11 to review plans and renovation and pricing options.

VI. WTS Report. Ms. Kelli Hagadorn represented Mr. Horner at the meeting.

a. Summary Report. No summary report was provided.

b. Equipment Replacement. There was no equipment that required replacement.

c. Resident Comments. One resident suggested adding WiFi capability in the Cameron Club (interior and exterior). The Board asked management to research the possibility.

d. Children’s Programs. Although there was no interest from the community to begin children’s athletic classes for the summer, it was felt another attempt in August may be successful since Tucker Elementary School begins classes on 1 Aug 11. Additionally, there are many children younger than school age that could benefit from such programs.

e. Review of Cameron Club Operating Procedures. There was discussion of a change to the rules regarding personal trainers. Currently, trainers not employed by WTS may train up to 2 residents per month in the Club. There is a recommendation to require all personal trainers to be employees of WTS. The Committee will follow-up with the Board of Directors to determine whether the recommendation was submitted for a vote and if so, the outcome of the vote.

f. Other items. Members reviewed the maintenance service agreement between National Fitness LLC and Cameron Club, whereby National Fitness provides maintenance to the equipment in the Fitness Facility. Members agreed the agreement could remain in effect but asked for clarification of the terms regarding service calls outside the normal maintenance schedule.

VII. CMC Management Issues. The CMC Manager asked Mr. Celeste to look at options for repairing the roof. Mr. Celeste will seek clarification from the CMC Manager on the options available.

VIII. Unfinished Business.
a. Mats. Ms. Airielle Hansford continues collecting information on the appropriate mats to order, based on recommendations from the Committee.

b. Budget.

(1) Since the Committee last conducted its walk-through of the Cameron Club and its grounds for potential additions to the 2012 budget, the large umbrella over the kiddie pool was completely damaged from wind and will have to be replaced entirely.

(2) Trash enclosure. Members will ask management about possible options and prices for a replacement.

(3) The 2012 budget request form was accepted with minor corrections, except for the trash enclosure. Any changes to the enclosure need to be explored and adequately priced.

IX. New Business. Ms. Michelle Wright submitted her verbal resignation effective after the August meeting, due to family commitments. The Committee will inform Ms. Airielle Hansford and begin the search for another Committee Member.

X. Adjournment. The Committee adjourned at 7:52 p.m.