Attendance.

The following individuals attended the meeting:

Ray Celeste, Chair
Sue Mandry, Member
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Teri Ryan, Member
Mr. Kevin Horner, Fitness Director

The following individual was absent:

Alvin Boone, Board Liaison

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

II. Agenda. Members approved a motion to change the agenda as follows.

Item VIII a. Comprehensive plan for the Clubhouse security system was moved to VI a.
(6) Other Items.

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.

V. Board Update. None.

VI. WTS Report.

a. Summary Report. Mr. Horner reported usage of the Fitness Facility in December at 4,697 card scans, compared to 4,619 from 2010. This brought the total for 2011 to 72,625 card scans, the first time that the number of scans exceeded 70,000.

b. Equipment Replacement. The ellipticals and bumper plates were received. Worn pads were replaced on equipment, except for those on the back extension machine. Replacements were accomplished using 2011 funds. Pads on the back extension machine will be re-measured and ordered.

c. Resident Input.

(1) No comment cards were submitted.
Residents commented to Committee Members about the Comcast music channel being inoperative in the Fitness Facility. After an audit of accounts, it was discovered that the Cameron Club account had been erroneously granted the same level of service as residential (i.e., free service), when the account should have been a “for fee” type of account. The company mistakenly thought the bill had not been paid. The mistake was corrected and the music is back on in the Club.

Another Member commented about problems with the light in the basketball court being shut off when balls accidently hit the switch. Mr. Horner will look into getting some type of grate cover to put over the switch.

d. Clubhouse Key Management. No changes to the new procedure
e. Athletic Programs for Children. Programs were to begin in early January but there were only 2 families that expressed interest. Mr. Horner has extended the deadline to the end of January.

f. List of Improvements. Mr. Horner presented a mock-up of the Facebook site created for the Fitness Facility. The site is nearly ready to go live. There will be links to the site on the Cameron Station website, and site content will be coordinated with other Cameron Station official information sources. Additionally, Members pointed out to Mr. Horner that the Fitness Center webpage on the Cameron Station website was out-of-date; Mr. Horner said he would ensure the webpage was updated.

g. Other items.

Committee Members have been approached by residents asking if the Fitness Facility can open earlier during the week. Members discussed the issue and it was decided a pilot program of opening earlier for a limited period would help determine if there was enough usage to warrant earlier hours.

**Motion.** Members unanimously approved a motion to present a request to the Board of Directors to initiate and publicize a pilot program whereby the Fitness Facility will open at 4:30 a.m. for a period of 90 days to determine is usage is high enough to warrant an earlier opening time. Also, to analyze usage figures on weekends between 7:00 and 7:30 a.m. to determine the level of usage, and whether the hours require adjustment.

Comprehensive Plan for the Clubhouse Security System. Committee members reviewed minutes from the 13 September 2010 meeting of the Cameron Club Events Committee regarding requirements for the security system. This Committee felt many of the solutions recommended in the 2010 minutes were too much at the micro level of detail. Some items listed, however, were considered viable options, such as security cameras in key positions, a monitor, and the portable pool card swipe. Members felt, however, that more research was needed as to the appropriateness of
various security options, and a review of the facility by a security specialist was needed. The requirements should fulfill specific capabilities that are proposed.

**Motion.** Members unanimously approved a motion to present to the Board of Directors a request that CMC conduct a security assessment of the Cameron Club to determine appropriate security measures to implement in the Club. Areas for the assessment would be based on the following capabilities:

1. Access to the Club (let intended persons in)
2. Intrusion detection/prevention (keep unintended persons out)
3. Accountability measures (track who is in the Club, where, and when)
4. Monitoring (remote visibility to various parameters for quick corrective action)

**VII. CMC Management Issues.** No report was submitted to the Committee but will be submitted at future meetings.

**VIII. Unfinished Business.** Pool Contractor Interviews.

a. Mr. Celeste reported that the two companies that submitted bids but that were not called for interviews did not meet the Scope of Work in their proposals, so their bids were not included with the other three. The Board of Directors will discuss recommendations at their January board meeting.

b. 2012 Election Plans. Mr. Menez reported that CMC, the Facilities Committee, and the City of Alexandria are in discussions to determine the way ahead for 2012 elections, with respect to voter flow in the Club facility, given the expectation that renovations may not be complete. Also, research is underway to determine the best method for protecting the gymnasium floor. During the 2008 general election, there were 2,359 voters; over 2,400 are expected at this year’s general election. As in 2008, the Fitness Facility should be closed for the day of the general election. Ongoing efforts will be discussed at the January Board of Directors meeting.

**IX. New Business.** None.

**XI. Adjournment.** The Committee adjourned at 8:22 p.m.