Attendance.

The following individuals attended the meeting:

Ray Celeste, Chair
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Mr. Kevin Horner, Fitness Director

The following individuals were absent:

Alvin Boone, Board Liaison
Sue Mandry, Member
Teri Ryan, Member

I. Call to Order. The meeting was called to order at 7:17 p.m. by the Chair, Mr. Celeste.

II. Agenda. Members approved the agenda with one change: The name for presentation of the Board Update was changed from Mr. Boone to Mr. Menez.

III. Residents’ Forum. There were no residents.

IV. Approval of Minutes. Members approved the minutes from the last meeting.

V. Board Update. Mr. Menez provided a synopsis of the last Board meeting regarding the renovation and the floor covering to use on the basketball court on Election Day.

   a. Renovation. The Renovation Design Review and Interior Design Committees have held three joint meetings with the Architect and General Contractor. The Committee will discuss the renovation schedule at their next meeting. The goal is to schedule the renovation so it is completed within budget as efficiently as possible, while minimizing the time the Club will be closed or inaccessible.

      (1) The Committees’ objectives are that: the Club to be accessible on Election Day; at least one meeting room be available at all times; and that should the Fitness Facility have to close, that it be for a minimum length of time.

      (2) Other discussions included reinforcement of flooring in the Fitness Center, if required; the type of floor covering to install there; best use of the Fitness Center space; types of lighting; what kitchen appliances were needed; possible modification of the trash enclosure exterior; and painting and carpeting of the Club.

   b. Floor Covering. Ms. Airielle Hansford is researching various hardwood floor and carpet companies to determine if there are coverings that could be used on the
basketball court floor on Election Day, and what other organizations/facilities may have used in the same situation. Whatever is chosen needs to be durable and manageable (i.e., easy to carry and store).

VI. WTS Report. Mr. Horner provided a copy of the monthly WTS Report.

a. There were fewer resident scans in April 2012 than in 2011 (4,451 versus 4,511). It is believed the continued mild weather is keeping residents outdoors for their fitness activities.

b. No equipment was replaced. The Arc Trainer cable was repaired, however, after residents reported it was making noise during operation.

c. Mr. Horner posted a reminder in the newsletter asking residents to honor the white board system for use of aerobic equipment.

d. Mr. Neuberg successfully repaired the rusted partition in the 1st floor men’s bathroom, and provided a “before” and “after” picture of the partition in the CMC Management Report. The repaired partition appears as if it were new. Mr. Neuberg did an excellent job in repairing the partitions.

e. There have been 3 to 4 residents routinely using the Fitness Center during the half hour the facility has been opened earlier.

f. Other Items. Members discussed the issue of where fitness classes would be held during the renovation. One possibility discussed was to move all classes into the basketball court, if the scheduling of classes would allow. That led to the question of whether the CMC offices would have to relocate. Mr. Menez said the Renovation Committee would discuss these issues at their next meeting.

VII. CMC Management Issues. Mr. Celeste presented a report submitted by CMC outlining preparations for opening the pool, repair of the bathroom partitions, and repair of the Pool Guard Room. The report contained “before” and “after” photos of the repaired room and partitions.

VIII. Unfinished Business.

a. Security System. Mr. Menez submitted the security company vendor capabilities request documents and received responses from three companies outlining how they can meet the security system needs. The security system is out of scope of the renovation project and will need to be considered during the upcoming budget submissions in July. However, accommodations in the walls, ceiling, and floor should be made during the renovation. Committee Members will review the proposals, interview the companies next month, and make a recommendation to the Board in July.
b. Floor Covering. Information relating to the floor covering for Election Day is provided above in Section V., Board Update.

c. Point Paper. Members agreed to postpone until the August meeting consideration of information in a Point Paper addressing a sun-burning solution for the pool cover.

IX. New Business.

a. Audiovisual Capabilities. In response to his request for information, Mr. Menez received proposals from three vendors regarding audiovisual capabilities. Audiovisual requirements are out of scope and will need to be considered during the budget submission meeting in July. However, accommodations in the walls, ceiling, and floor should be made during the renovation. Committee Members will review the proposals, interview the companies, and make a recommendation to the Board in July.

b. Mr. Celeste will approach the Board with a request that Mr. Neuberg be recognized for the excellent work he has been doing throughout the Club.

XI. Adjournment. The Committee adjourned at 8:40 p.m.