Attendance.

The following individuals attended the meeting:

Alvin Boone, Board Liaison
Ray Celeste, Chair
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Teri Ryan, Member

The following individuals were absent:

Mr. Kevin Horner, Fitness Director
Sue Mandry, Member

I. Call to Order. The meeting was called to order at 7:32 p.m. by the Chair, Mr. Celeste.

II. Agenda. Members approved the agenda with one change: The time for unfinished business was changed to 8:00 p.m.

III. Residents’ Forum. There were no residents.

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

V. Board Update. Mr. Boone provided a synopsis of the last Board meeting, as regards the renovation.

a. The next Renovation Design Review and Interior Design Committee meeting will be held 20 June 2012. The Committee is close to having the final design plan in place. Rust | Orling has estimated that there will be approximately 249 square feet repurposed, plus 401 square feet added to the Fitness Center; key to the renovation of the Fitness Facility will be to have its floor space plan in place. During the renovation, it is likely the current equipment will be moved to one side of the Facility while renovations are underway on the other half. Once renovation begins on the second half, the Fitness Center space plan will have to be in place in order to place equipment appropriately, and to add new equipment.

b. Construction is expected to begin in mid-August, with renovation of the Fitness Center beginning sometime in mid-November or December. If things go as planned, the Fitness Center should be closed for only 1 to 2 weeks. The overall schedule is dependent upon the permit and contracting processes, however.

VI. WTS Report. Mr. Horner was not present but provided a copy of the monthly WTS Report.
a. During May 2012, there were 6,092 resident scans – a new record – compared to 5,756 scans in May 2011.

b. The Cybex Basic Arc Trainer is out of service and will cost $1,000 to repair. The recommendation is to replace the machine by purchasing the Total Body Arc Trainer, which has more functionality than the simpler model. The Repair and Replacement funds would be used to purchase the Total Body Arc Trainer.

c. There were 22 weekdays that the Fitness Center opened at 4:30 a.m. Between 4:30 and 5:00 a.m., there were 144 scans; that is an average of 6.54 scans per day during the early opening timeframe. Of those, 43 of 144 scans were from residents who did not use the Fitness Center in April 2012 during the morning hours, averaging 1.95 new scans per day during May 2012. Other issues concerning the implementation of the early opening of the Fitness Center and the floor design plan will be discussed at the next meeting when Mr. Horner is available to discuss the issues.

VII. CMC Management Issues. Mr. Celeste said CMC reported that the pool management company, High Sierra, was doing a good job. For the Memorial Day opening of the pool, there was an issue with the filter on the baby pool, which broke on opening day. Also, new umbrellas and stands were purchased in time for opening.

VIII. Unfinished Business.

a. Security System. Committee Members interviewed two security companies, Siemens Security Solutions and Affiliated Services, Inc., concerning their ability to provide access control and monitoring systems in Cameron Club. Of note was the level of access control, tracking/accountability of personnel actually needed in a community such as Cameron Station, as well as the level residents would tolerate. A third security company was unable to be present and will be interviewed at the next meeting.

b. Audiovisual. Members will interview audiovisual companies to determine what infrastructure can be included in the renovation. The actual installation would be funded separately, but not from the operating budget.

IX. New Business. There was no new business.

XI. Adjournment. The Committee adjourned at 9:27 p.m.