CAMERON STATION COMMUNITY ASSOCIATION
CAMERON CLUB FACILITIES COMMITTEE MEETING
OCTOBER 11, 2012, 7:00 P.M., 5067 KILBURN

Attendance.

The following individuals attended the meeting:

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

The following member participated via teleconference:

   Martin Menez, Vice Chair

The following individuals were absent:

   Sue Mandry, Member
   Mr. Kevin Horner, Fitness Director

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 no change.

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 information from the last Board meeting.

   a. Renovations are well underway in Cameron Club; demolition was completed and work is ongoing. The Fitness Center closed on 9 October 2012, with re-opening expected on 24 October 2012.

   b. The new flat screen TVs have been purchased. Pickup of the TVs is scheduled for 22 October 2012; they will be installed prior to the Club's reopening. The date the new fitness equipment will be picked up for the Fitness Center is to be determined.

   c. Thus far, there are no major surprises with the renovation, other than some low voltage wiring issues that are under investigation.

VI. WTS Report. Mr. Celeste provided a copy of the WTS Report submitted by Mr. Horner.
a. There were 4,934 scans during September 2012, compared to 5,323 in September 2011. The nicer September weather appears to have influenced residents to go outdoors for their workouts before colder weather arrives.

b. Equipment Replacement. An adjustable weight bench that had a loose seat was repaired. Mr. Celeste noted that the sit-up bench that was near the old Fitness Center manager’s office needed to be re-upholstered. Ms. Ryan recommended that Mr. Horner explore other options for the adjustable weight benches in the Fitness Center, as the benches are very heavy and difficult to move. Ms. Ryan is working out temporarily at Fitness First as part of the reciprocal agreement for temporary passes for Cameron Station residents during the renovation. She noted that the weight benches at Fitness First either were of a lighter material or had casters or a type of wheel that allowed them to be moved much easier than ours. She also recommended Mr. Horner explore options for listening to the TVs in the Fitness Center. For example, installing individual TVs on aerobic machines, such as are found in other facilities; or the ability to plug headphones into a jack on the aerobic equipment that allows one to tune in to a TV.

c. Resident Comments.

(1) Residents submitted comment cards with questions concerning the renovation and to report the loose weight bench seat.

(2) Ms. Erin Johnson submitted a comment via the Renovation Committee mailbox concerning music in the Fitness Center. Ms. Johnson is disturbed by the background music and would like for there to be no music playing. She said individual earphones or earbuds do not block the sound. At a minimum, Ms. Johnson suggests “music free” times be established and/or that a lower volume be established and enforced for the music.

(a) Members discussed the issue and noted there have been no other complaints. Recently, in response to previous issues with the music volume, the Committee established a volume level of “3” for the Fitness Center, which seems to have satisfied the majority of residents. When the music was turned off for the renovation, Members noted that residents were disconcerted over the lack of music in the Fitness Center. Finally, all Members noted that music volume levels in other facilities were equal to, or louder than levels in Cameron Station’s facility.

(b) Members agreed that no changes were needed for the volume level and that not having music likely would generate more complaints than volume levels. Members agreed that upon completion of the renovation, Mr. Horner could explore options for securing the radio so residents are unable to change the volume level.

d. Earlier Opening. The earlier opening of the Fitness Center has been well-received and is successful. Consistently, there are 3 to 8 residents using the facility between the new time of 04:45 a.m. and the old opening at 5 a.m. Ms. Ryan, who uses the facility at this new time each day of the week, has received positive feedback from
other residents using the facility during the earlier opening timeframe. Members feel this success warrants adopting an opening time of 4:45 a.m. permanently. (The earlier time is due to expire at the end of the year.) Additionally, the cost of opening 15 minutes earlier is negligible over the long term—$600 to $1,200 per year (Mr. Celeste will get the exact figure from Mr. Horner).

**MOTION:** Members agreed to a motion presented by Ms. Ryan to recommend the Board permanently adopt an opening time of 4:45 a.m. for the Fitness Facility based on the success of the new opening time, consistent usage levels, the low cost of operation, and favorable feedback from residents.

e. The new floor design plan was not discussed.

f. Other Items. Mr. Menez reported that the Gym Floor Covering Carpet Tiles from Greatmats were ordered and are expected to be delivered in two weeks, in time for the General Election in November. Total cost is $3,944.40, well below the budgeted amount. Primary plan is to use the Great Room for election proceedings, if the room is ready by Election Day. Back-up plan is to use the basketball court if necessary, with the carpet tiles as a protective covering. The carpet tiles will be stored on a cart purchased specifically for the tiles from Greatmats, in a storage room niche that will be created during the renovation.

**VIII. CMC Management Issues.** Management provided a report addressing several issues.

a. The work to install the new skimmer line in the baby pool began last week and is expected to be completed by the end of this week.

b. The Board approved the recommendation to modify the policy concerning use of facilities by caregivers. The new language will allow a caregiver to receive a temporary pass if residing in Cameron Station 30 consecutive days, or longer. The modification will be added to the Cameron Club Operating Rules and Procedures upon completion of the legal review.

c. Management also reported on the status of the renovation, as already described in these Minutes.

**IX. Unfinished Business.** None.

**X. New Business.**

a. Clubhouse Holiday Decorating. Members agreed that decorating the clubhouse was not an appropriate CCFC function and should be the responsibility of another committee or should be contracted to an outside agency.
MOTION: Members agreed to a motion submitted by Ms. Ryan to reiterate to the Board that decorating the clubhouse is not a CCFC function. Members recommend the Board assign responsibility for decorating the clubhouse to the Events Committee or contract out such responsibility.

b. AV System. Members agreed to postpone this matter pending the low-voltage wiring renovation discussion, as any wiring for AV systems could be impacted by voltage issues.

c. Other. Members discussed the issue of storage in Cameron Club and noted that many items are stored in various places outside of the clubhouse. Items that are stored in the clubhouse are in danger of losing their storage areas as some storage space will be lost during renovations. Members felt it prudent to determine exact storage needs and to explore long-term storage solutions. It was felt commercial warehouse-type facilities might offer options for long-term leases that would be less expensive than shorter term, retail-type facilities.

MOTION: Members agreed to a motion submitted by Ms. Ryan to recommend the Board request CMC determine exact storage requirements, based on current items stored in or outside of Cameron Club, identify long-term storage options, and report the results to the Committee.

XI. Adjournment. The Committee adjourned at 8:47 p.m.