Attendance.

The following individuals attended the meeting:

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

The following individuals were 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 the agenda with one change. In VI, WTS Report, paragraph a (6), added “Review and prioritize items remaining to be accomplished outside of renovation scope”.

III. Residents’ Forum. There were no residents so no forum was held.

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

V. Board Update.

   a. The renovation punch list is being evaluated for items remaining to be accomplished or issues that need to be corrected.

   b. Rust | Orling and RW Murray discussed several issues involving the two firms and Cameron Station relative to renovation responsibilities that require resolution.

VI. WTS Report. Mr. Horner provided a copy of the Monthly Summary Report.

   a. Summary Report. With the database restored, the scan system became operational again during March. A combination of scans and manual recordings were conducted during March 2013, when there were 5,143 residents that used the facility, compared to 5,003 in 2012.

   b. Equipment Replacement. Two treadmills had elevation issues that were corrected.
c. Resident Input. The “Tuff Stuff” cable machine still needs to be moved. Mr. Horner expects that will be done soon. Mr. Horner is evaluating the feasibility of acquiring the Alley Oops basketball system for kids. Primary issues are storage and how the system may affect the floor when it is moved about.

d. Renovation Floor Design Plan.

(1) Mr. Menez inquired as to the replacement of the baffle in the gymnasium ceiling. A part is on-hand but Mr. Horner said they need to rent a cherry picker to effect repairs.

(2) Mr. Horner reviewed options for the stretching bar – traditional wood design or an aluminum design, and presented those options to the Committee. Both are approximately $140 and come in an 8-foot length. Although this was deemed a sufficient length, Members preferred a 10-foot bar, if one is available. Members agreed to a traditional wooden bar over the aluminum bar.

(3) Posters with instructions for use of the Functional Training System and the kettlebells were ordered and received; however, they were folded and unable to be mounted. Mr. Horner called the company to correct and re-order the posters.

e. Other Items.

(1) Machine Audio System. Mr. Horner received a quote from Gym Source for an audio system that could be integrated into the aerobic machines, so residents have the option of listening to the TVs, with the ability to select a specific TV broadcast. Cost is $5,462.10; the item was already provided for in the last budget request.

**MOTION:** Ms. Ryan presented, and Members agreed to a motion for Mr. Horner to purchase the audio systems for the machines.

(2) Ms. Ryan brought some issues to the attention of Mr. Horner. Several of the stretching mats are worn out; the large, adjustable box step that is part of the Functional Training system was moved into another area of the facility and needs to be moved to its proper place; and there is still a question of the appropriate location for the rower. Ms. Messman also noted that many residents are not cleaning the mats after use. Mr. Horner will look into purchasing new mats that are more durable and easier to clean, and will post a sign reminding residents to clean the mats after use. He will ensure the box step is moved, and is determining whether a more compact model of rower might be a suitable replacement for the current model.

(3) The basketball court party reservations policy was tabled until the Board of Directors April meeting.
(4) Members reviewed and prioritized items to be added or corrected within the fitness facility, for consideration by the Board of Directors, with the goal of accomplishing one item per quarter. Following is the list, with the quarter recommended.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quarter/Year</th>
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<tbody>
<tr>
<td>Fitness Center Mirrors (stretching area)</td>
<td>2d Quarter, FY 13</td>
</tr>
<tr>
<td>New counter tops and fixtures in locker rooms</td>
<td>3d Quarter, FY 13</td>
</tr>
<tr>
<td>New counter top in upstairs management bathroom</td>
<td>4th Quarter, FY13</td>
</tr>
<tr>
<td>Locker room and stairwell light replacement</td>
<td>1st Quarter, FY 14</td>
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VII. CMC Management Issues.

a. A copy of the CMC Management Report was provided.

b. The renovation punch-out list work is in process of being completed. The pool cover has been removed in preparation for opening the pool in May. The Board approved Phase 1, Sections 1 to 3 of the SETEC Access/Security System at their March meeting. Work start is pending.

c. CMC provided the Committee with one bid from National Service Contractors for renewal of their janitorial contract. Members had no objections to the bid.

**MOTION:** Ms. Ryan presented, and Members agreed to a motion to recommend approval of the one bid presented for consideration, for National Service Contractors.

VIII. Unfinished Business.

a. Clubhouse Security System. As noted in Section VII, the Board approved Phase I work for the security system.

b. A/V System. Mr. Menez wrote a short article for the Compass regarding the audiovisual project. The article invites residents to the April Board meeting to present their ideas or expertise on Club A/V capabilities.

IX. New Business. Members agreed to discuss the FY14 budget at length at the July Committee meeting.

X. Adjournment. The Committee adjourned at 8:43 p.m.