 Attendance.

The following individuals attended the meeting:

   Ray Celeste, Chair
   Martin Menez, Vice Chair
   Kittie Messman, Recording Secretary
   Teri Ryan, Member

The following individuals were absent:

   Alvin Boone, Board Liaison
   Kevin Horner, Fitness Director

Ms. Sue Mandry, Member, resigned her position as of 31 July 2013.

I. Call to Order. The meeting was called to order at 7:09 p.m. by the Chair, Mr. Celeste.

II. Agenda. Members approved the agenda with one addition. Under IX, New Business, added: Review of New Committee Member Application.

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

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

V. Board Update. Mr. Celeste provided a synopsis.

   a. The Board was presented with the preliminary Repair and Replacement Plan, and requested and received an explanation of the purpose of the Functional Fitness System backboard.

   b. The final walk-through for renovation punch-list items was expected by 28 July 2013. The walk-through was to include millwork and minor work in the kitchen. Mr. Menez will contact Mr. Boone for a status update.

   c. It is unclear when the Grand Opening event will be held or what final project closeout steps will be required.

VI. WTS Report. Mr. Horner left a copy of the Monthly Summary Report for Committee Members’ review.
a. Summary Report. During July, there were 11,230 resident scans compared to 10,065 in 2012. This is the largest number of Club entries ever recorded for 1 month. WTS staff members are performing manual counts of residents using the facility.

b. 5-Year Repair/Replacement Plan. Members noted the omission of pool items in the plan. Mr. Celeste will ask Mr. Horner about the omission.

c. Quarterly Clubhouse/Fitness Center Improvement Plan.

(1) Mirrors. Three estimates were received: Del-Ray Glass Company, Mirror and Glass Center, Inc., and Lopez Glass, Inc. Del-Ray Glass was the vendor recommended by WTS and is the same vendor that installed the current mirrors in the Fitness Facility.

**MOTION:** Mr. Menez presented, and Members agreed to a motion to accept the bid from Del-Ray Glass Company to replace the broken mirror(s) and install the new mirrors in the Fitness Facility.

(2) Countertops. Members reviewed three estimates from: FA Design Build Flooring America; Enterprise Contracting; and FBT Tile and Marble. The requirements were not addressed sufficiently nor the same in all three proposals. Members wanted more specificity in the proposals; for each vendor to address the same requirements; to have the opportunity to see pictures of similar completed work; to see sample materials; and to have input from the Renovation Design Committee.

**MOTION:** Mr. Menez presented, and Members agreed to a motion for the three vendors and the Renovation Design Committee to attend the next Committee meeting. The vendors will re-address specific requirements, bring photos of similar completed work, and bring samples of materials.

(3) New Equipment/New Lockers. Mr. Horner provided the Committee with a list of items for purchase under Repair and Replacement. Included were the Adductor/Abductor machine; two Elliptical/Lateral X machines; basketball backboard multi-directional breakaway goal; and the lockers.

(a) New Equipment. Members had no objections to the equipment purchase. Total cost of equipment is approximately $5,000).

(b) Lockers. In a previous meeting, Mr. Horner provided Members pictures of three different styles of lockers with agreement to select one of the styles shown. However, the material description provided in this meeting indicates the locker material is plastic instead of the expected wood. Members agreed they needed more information on the locker, to include pictures and samples of the materials, before recommending the purchase. Mr. Celeste will inform Mr. Horner of this decision.

d. Resident Input. None.
e. Other Items.

(1) Stretching bar. Although Members were told the bar was sanded and oiled, all agreed there didn’t appear to be much change in the appearance. Mr. Celeste will speak with Mr. Horner and suggest the bar be sanded with a higher grade sandpaper to remove all the previously applied oil and dirt stains, and then reapply oil to clean wood.

(2) Members were in agreement with tracking WTS performance with respect to commitments and timely accomplishment of maintenance of equipment, purchases, and other requests made of WTS.

VII. CMC Management Issues. A copy of the CMC Management Report was provided.

VIII. Unfinished Business.

a. Clubhouse Access/Security System. Mr. Menez will check on the status of the installation and when the operational roll-out of the first phase completion can be expected.

b. A/V System. Mr. Menez is reviewing past records on potential costs of equipment to determine what amount the Committee should request from the Board for the A/V equipment.

c. Budget items. The Board of Directors, Financial Advisory Committee, and Committee chairs were to meet on 14 August 2013 on Committee FY 14 budget submissions. Mr. Menez will attend the meeting and may request additional funds be applied to upgrade the trash enclosure and A/V system in the Great Room, for a light-blocking solution.

IX. New Business. Review of New Committee Member Application.

Members reviewed the application submitted by Mr. Dick Meyer, in response to a request for residents to apply for the Committee seat vacated by Ms. Mandry. Members had no objection to Mr. Meyer serving as a Committee Member.

MOTION: Mr. Menez presented, and Members agreed to a motion to recommend to the Board of Directors that Mr. Meyer be appointed as a Member on the Cameron Club Facilities Committee.

X. Adjournment. The Committee adjourned at 8:55 p.m.