CAMERON STATION COMMUNITY ASSOCIATION
CAMERON CLUB FACILITIES COMMITTEE MEETING
AUGUST 14, 2014, 7:00 P.M., HENDERSON ROOM

Attendance.

The following individuals attended the meeting:

Ray Celeste, Chair
Dick Meyer, Member
Martin Menez, Vice Chair
Kittie Messman, Recording Secretary
Teri Vickery, Member
Kevin Horner, Fitness Director

The following individuals were absent:

Alvin Boone, Board Liaison
Kevin Taylor, CMC Assistant Manager

I. Call to Order. The meeting was called to order at 6:37 p.m. by the Chair, Mr. Celeste.

II. Agenda. Members approved the agenda with no changes.

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

IV. Approval of Minutes. Members approved the minutes from the last meeting with no changes.

V. Board Update. Mr. Menez discussed submission of the Committee’s budget input to the Board.

a. There was more discussion at the Board meeting about which budget category (i.e., capital, reserve, or operating funds) would pay for items on the submission than there was about the substance of the items themselves. Apparently, the reserve study wasn’t done completely and some items that were thought to be included will have to be added in during the next reserve study.

b. In general, operating funds pay for consumables, supplies, repairs, and replacement to items in the fitness facility and at the pool, and for lighting outside the Cameron Club. Reserve funds pay for renovations/upgrades to existing items, such as the trash enclosure, lockers, sundeck, and bathroom counters. Capital funds pay for items that do not yet exist, such as the sink skirts, pool electrical cover, and light-blocking shades for the Great Room.

c. The following is the Committee order of priority for purchases/renovations: 1st priority – consumables, supplies, and repairs in the Fitness Center and pool;
2d – outdoor lighting; 3d – access/security; 4th – audiovisual; 5th – sink skirts; 6th – trash enclosure; 7th – bathroom upgrades; 8th – management office wall modification; and 9th – lockers.

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

   a. During July 2014, there were 11,230 scans; this included actual resident scans, residents without IDs, and guests.

   b. Compass Submissions.

      (1) Mr. Horner reported that recent submissions to the Compass advertised the newly developed Cameron Station app, and several fitness clinics and demonstrations. Clinics were held for the functional training system and core training; other features were the chair massage and bod pod. Future similar events are planned during the remainder of August and a Fit Fest is planned for 6 September 2014.

      (2) Mr. Menez will submit an article by 28 August 2014 to the Compass to advertise the new Great Room audiovisual capability, room rental policy, and rates.

VII. CMC Management Issues. Management provided a copy of its report.

   a. Leaks. There are leaks in the Fitness Facility ceiling from the HVAC unit; in the basketball court from a damaged water fountain; and from the men’s locker room showers.

      (1) HVAC. Mr. Craig Merritt will monitor the leak from the HVAC to keep coils unclogged and to ensure condensation is draining properly. Repair to the ceiling above the cable machine is pending.

      (2) Basketball Court. The water fountain was damaged from being hit by an errant ball. Mr. Merritt repaired the fountain and he and Mr. Horner cleaned up the water. There is minor damage to drywall by the fountain and one strip of the flooring; both are pending repair.

      (3) Men’s Showers. Stalls need to be retiled and resealed to prevent the recurrence of leaks. The women’s locker room showers also leak but the water leaks to the outside, whereas the men’s leaks into the hallway. The shower walls are made with sheetrock vice the water resistant green board drywall. Craig Merritt will look at fixing the leaks in the men’s and women’s showers after the pool closes for the season.

   b. Doors. Some of the doors in the Club need to have door sweeps installed to prevent the entry of pests, and the Great Room exit door needs repair. Management will enlist the services of a door professional to accomplish the repairs.
c. Pool Contract. The contract for pool services expires at the end of the year. The Committee will ask management to have three proposals submitted so interviews can take place at the September Committee meeting.

VIII. Unfinished Business.

a. Security System. The Committee will ask Management to have the SETEC proposal available at the September meeting so Members can vote and provide a recommendation to complete the access/security system. Proposed capabilities include alarming first floor penetration points; door lock status verification indicators; and remote monitoring.

b. Audiovisual. The A/V installation in the Great Room is complete except for some minor spare and enhancement parts that remain to be purchased (TV cover, “spider” speakerphone, microphone extensions, HDMI cable, etc.). When that is done, all work on the Great Room audiovisual capabilities will be finished. The Committee will then submit articles to the Compass and to Management for the weekly e-mail blasts to advertise the availability of the equipment. Usage levels will help determine whether similar capability is needed or wanted for the Henderson Room and the small conference room.

c. Trash Enclosure. Members will ask Management to have current bids available at the September meeting from American Exteriors, Ventura, CMC, and Palmer Brothers for rebuilding the enclosure against the same set of specifications.

IX. New Business. Fitness Center Interviews. Members interviewed four candidates for the Fitness Center management contract: WTS International; NFC Amenity Management; L&T Health and Fitness; and ProFit Management. The Committee will make a recommendation to the Board on a fitness management company to manage the Fitness Center.

X. Adjournment. The Committee adjourned at 9:34 p.m.