

**SOUTH BAY COMMUNITY ASSOCIATION
FACILITIES COMMITTEE MEETING
MARCH 8, 2022
Approved Minutes**

1. Call to Order at 9:31am
2. Determination of Quorum

Name	Present
Spagle	x
Chadwell	x
Guillien	
Hammond	x
Kent	x
Schwartz	
Shadrick	
Skinner (ex-officio)	
Torres (ex-officio)	x

Quorum achieved

3. Approve Agenda
Changes – add approval of minutes for March 1 special meeting;
Motion by Hammond to approve with change notes;
2nd by Kent;
Carried unanimously
4. Approve Meeting Minutes of February 8, 2022
No changes to last draft;
Motion by Hammond to approve;
2nd by Kent;
Carried unanimously

Approve Special Meeting minutes of March 1, 2022
No changes to draft;
Motion by Kent to approve;
2nd by Hammond;
Carried unanimously

5. Old Business
 - a. Wild area behind Club
A quick recap was given. The proposal by D&S Landscape, approved by Facilities at the March 1 Special Meeting, will be an agenda item at the 3/8/22 Finance meeting.

b. Reserves for FYE 6/30/23

- i. Mark started the discussion of reserve components that have been deferred and are due for replacement next fiscal year (part of the budget planning for next fiscal). A list of those components was shared. Mark continues to monitor deferred items as they may fail at any time and require replacement. Some items on the component list are composite, for instance, furniture is not detailed to show greatroom furniture, card room furniture etc, just one single amount. For those items due for replacement a determination is made based on the condition of the item, to replace or defer replacement.
- ii. Right now the roof is a potential issue. There are leak issues at several spots that have been repaired previously. Mark has a roofer coming mid- March to assess the roof and recommend replacement or repair and provide an estimate of each.
- iii. Tennis courts were resurfaced in 2014 so coming up for another resurface shortly, and that will be the 3rd time SBCA has resurfaced the courts. Wait on any resurfacing issues until a decision is made regarding converting one of the courts to pickleball. The courts will be pressure washed in April (done annually).
- iv. The gazebo is in satisfactory shape.
- v. Card room chairs have been deferred for a few years. Those who use the existing chairs would like something similar to the conference room chairs as they are much more comfortable, but they are expensive: original cost was about \$800 several years ago, and it's estimated the chairs would be more expensive now.
- vi. The pool and patio furniture is painted periodically and is in fairly decent shape. Mark suggests we defer replacement until it is determined if the patio will be used more frequently by members or outside renters.
- vii. Health and Fitness costs included a new step machine and treadmill.
- viii. Painting completed in 2018 included main hall, fitness areas and the auditorium but not the small meeting rooms (conference, card, classroom).
- ix. At the April meeting Mark will have an updated list and recommendations for replacement or deferral.

c. Gift & Loan Policy

No suggested changes to draft and addition of summary.

Motion by Spagle to recommend forwarding to the Board for consideration and approval of the policies;

2nd by Hammond;

Carried unanimously.

6. New Business

a. GM Report

- i. Tennis court: One of the Health and Fitness members is getting proposals to gravel the parking area. It's anticipated this request will come formally to Facilities in April.
Mark has had the tennis court sign re-set as it had been knocked over
 - ii. Swift plumbing working with AirFlow on the leak issue in the woodshop area. Moisture is captured in the return air duct and then leaks at areas where the joints have failed. HVAC and plumbing vendors are working together to resolve the issue. It is not clear what has caused this problem, that has not occurred previously, but it may be due to old infrastructure and extreme cold temperatures earlier this year.
 - iii. Water lines in the shed have been insulated (after an issue due to recent extreme cold) and are now in good shape.
- b. Shrub maintenance: along Paradise Bay Rd. - on the spring list - Mark has landscaper look at it twice a year -
 - c. Exterior paint touchup - ramada in front of bldg. - Ed is already cleaning and painting.

7. Wood Shop Report (Joe Guillien)

- a. The current Wood Working Shop Committee members are Joe Guillien Chair, Rob Hamilton, Tom Britton, Rick Stafford.
- b. One new member has been trained for safety requirements of the wood shop and saw-stop this month. Wood Shop releases have been signed and added to the Woodworking shop user list for approved users.
- c. No expenditures for consumables.

8. Comments

- a. Bill Wight presented information on session called "I've Fallen and I CAN get Up!" which he will present to Finance 3/8/22 to cover the cost of the session (\$250).
No action needed from Facilities.

9. Adjourn

Motion to adjourn by Chadwell;

2nd by Hammond;

Carried unanimously and adjourned at 10:13AM.

Next SBCA Facilities Meeting: April 12, 2022

