

**SOUTH BAY COMMUNITY ASSOCIATION
FACILITIES COMMITTEE
September 07, 2021
FINAL MINUTES**

1. Call to Order at 9:31 am
2. Determination of Quorum
 - a. Member Present: Loomis, Kent, Shadrick, Hammond, Spagle, and ex-officio President Skinner and GM Torres.
 - b. Absent: Guillien, Rosenthal, and Schwartz.
3. Approve Agenda
 - a. Motion to approve by Hammond, 2nd Loomis, carried unanimously.
4. Approve Meeting Minutes of August 10, 2021 (N/A - no minutes were taken)
5. Old Business
 - a. Landscaping: Brush/tree maintenance behind Bay Club
Loomis, Skinner, Spagle and Torres met with arborist Richard Hefley on Aug 17. The property was toured and Henfly will prepare a proposal for removal of underbrush, tree trimming and culling (as needed).
GM Torres to follow up regarding status of bid.
 - b. Reserves
No expenditures to date - see GM report for planned work.
 - c. Windows in main hall doors
Materials have been ordered, work expected to commence at the end of September.
6. New Business
 - a. Facilities Charter
The three suggested charters were briefly discussed with the suggestion the real property holdings be added to Spagle's submission. That suggestion will be forwarded to the group addressing administrative policies.
7. August GM Report
Planned projects:
Roof maintenance to begin September
Bathroom refurbish to begin the end of September
Unplanned projects:
Ice machine broke down - a new machine has been ordered
Heat Pumps in the pool area are not working - currently determining repair vs replace

8. Wood Shop Report

No report since Guillien, who heads that sub-committee, was absent from the meeting.

Guillien to develop plan to ensure woodshop coverage for members requesting e.g. certification during normal Club hours.

9. Health & Fitness activities impacting Facilities

Rosenthal absent from the meeting so there was no report.

10. Comments

Kent brought forward an issue from AAC regarding installation of a fire pit in the patio area.

11. Adjourn at 10:25am

Next SBCA Facilities Meeting: October 05, 2021