

**SOUTH BAY COMMUNITY ASSOCIATION
FACILITIES COMMITTEE MEETING
APRIL 12, 2022
APPROVED MEETING MINUTES**

1. Call to Order at 9:33AM
2. Determination of Quorum - quorum established, all committee members present.

Name	Present
Spagle, Chair	x
Chadwell, Board Member	x
Guillien, Board Member	x
Hammond	x
Kent	x
Shadrick	x
Skinner, Pres., ex-officio	x
Torres, GM, ex-officio	x

3. Approve Agenda
Additions: none
Motion by Susan Shadrick to approve
2nd by Bob Chadwell
Carried Unanimously
4. Approve Meeting Minutes of March 8, 2022
Changes: none
Motion by Steve Hammond to approve
2nd by Susan Shadrick
Carried Unanimously
5. Old Business
 - a. Reserves -Mark provided a list showing deferred components, FYE23 components and accelerated item. Five items to be included for FYE23 budgeting: priority 1 is the Bay Club Roof; priority 2 items are the fire alarm panel, the spa auxiliary heater and the pool auxiliary heater; priority 3 is the pool and spa heat pumps. All committee members in agreement with components and priorities.
 - b. Card room chairs - the chairs have been an issue for 3 or 4 years. It was suggested that a used office furniture business be contacted to determine feasibility of acquiring quality used furniture that meet SBCA needs but at a cost below "new". Steve Hammond volunteered to do the research.

6. New Business

- a. Committee member resignation – David Schwartz has resigned from the Facilities Committee. Thanks to David for volunteering and his input.

- b. GM Report

The vendor we have used for gutters and window cleaning was injured and will be unavailable for the next year. Mark has found a vendor (Olympic Roof Cleaning) for the gutters but is still searching for a vendor to address window cleaning. He has two companies coming out to provide proposals for the work.

A danger tree at the South Bay Lane entrance (property SBCA owns) was removed, and some tree limbing around the tennis courts was done to give better line of sight at the parking area.

The tennis courts have been pressure washed.

Mirrors were installed in the back hall stretching area of the Bay Club, but a crack was noted within one day of installation. Groves is addressing the issue. Mark is unsure if there will be additional cost to SBCA.

Brush clearing behind the Club is completed and has opened up the view to the water.

- c. Roof – Recap of roof issue by Mark. Multiple repairs have not resolved the leak issues in several locations of the Club. One roofer indicated the design of the roof and installation of a metal roof has contributed to the water intrusion issues. Mark has had several vendors out to look at the roof and all conclude that replacement, not repair, will result in the best outcome. The question now is replace like for like, ie metal roof, or use composition roofing. Metal is more expensive and may not be the best product due to the roof design. Composition roof has issues relating to ensuring tree debris is kept off the roof so that moss/needles do not accumulate and cause damage. Bob Kent thinks steps can be taken to address the metal roof issues.

The committee felt more information is needed and it was agreed a recommendation would be made to Finance that Craig Cheney, Architect with MERRICK LENTZ ARCHITECT (who was involved with the 2016 exterior repair and is familiar with the Bay Club infrastructure) be hired to do an assessment and make a recommendation as to the best roofing product and ways to mitigate the issues of a metal roof.

- d. Lawn Area behind the Bay Club – This has been an ongoing issue for some time. Due to drainage issues the grass is spongy except for a very few months of the year, precluding use for activities such as “concerts on the green”, games such as those as past “senior games” and potential income producing activities. Bob Kent thought it might work to remove the existing grass and some of the soil below to the

grass to a depth that would allow for installing landscape felt, stone, topsoil and sod or seed. This would likely be costly though we could perhaps do it in stages. Additional research is needed.

- e. Inventory of Personal Property – last inventory was 2019. Assignments were made for committee members to inventory specific rooms/areas of the Bay Club and submit their findings to Chair Spagle by the next committee meeting and she will update the existing spreadsheet.
- 7. Wood Shop Report (Joe Guillien) – Joe’s report is attached.
- 8. Comments – none
- 9.
- 10. Adjourn at 10:45 am

Next SBCA Facilities Meeting: May 10, 2022

Wood Working Shop

Report April 12, 2022

The current Wood Working Shop Committee members are Joe Guillien Chair, Rob Hamilton, Tom Britton, Rick Stafford.

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.

I have reviewed Inventory list for Wood Working Shop. We can remove the 10” table saw & the 4” belt sander combination. Both were given away when the Saw stop was purchased.

No expenditures for consumables.

Committee Chair

Joe Guillien