

## RECREATION COMMITTEE MINUTES

April 14, 2014

The regular meeting of the Recreation Committee was called to order by Chair Seifert at 1:30 p.m. on Monday, April 14, 2013, in the Administration Conference Room.

ROLL CALL Present: Ms. A. Seifert – Chair Mrs. B. Osborne (2 pm)  
Mr. L. Blake Ms. R. Winkler  
Mrs. C. Damoci Mr. M. Michaelides, Ex-Officio

Absent: Mr. D. Craig Mr. R. Kravitz

Also Present: Mr. R. Ankeny, Executive Director  
Mr. T. De Leon, Recreation Supervisor  
Twelve Foundation Members  
Mr. J. De Marco, GRF Representative, Mutual Two  
Ms. L. Stone, GRF Representative, Mutual Three  
Ms. B. Coven, GRF Representative, Mutual Five  
Mrs. M. Wood, GRF Representative, Mutual Six  
Ms. P. Wilson, GRF Representative, Mutual Eight  
Mr. L. Kreiger, GRF Representative, Mutual Nine  
Mr. P. Moore, GRF Representative, Mutual Seventeen

### Welcome to Guests and Rules of Order

Chair Seifert welcomed the guests and provided the Rules of Order for the meeting and asked that the shareholders hold their comments until later in the meeting.

### Shareholder/Member Comments

A shareholder stated that new hair dryers have been installed, to replace those broken a few months ago, installed at the pool area and are much appreciated and that she did not understand the urgency of updating various policies at this meeting.

### APPROVAL OF THE MINUTES

Ms. Winkler MOVED, seconded by Mrs. Damoci and carried unanimously –

TO approve the meeting minutes of March 10, 2014.

### CORRESPONDENCE

Chair Seifert provided a summary of the e-mails she has received regarding a variety of issues.

A request was received from a shareholder for the purchase of a Nu-Step machine. The

Recreation Supervisor reported that there are no budgeted funds and Mrs. Damoci said she will ask the Golden Age Foundation for a donation to cover the cost of the machine and will report back the status of the request at the next meeting.

A request was received with ideas for a multi-use outside area at Clubhouse Two to include lawn bowling, basketball, and a possible enclosed dance area. The Committee concurred that this issue is complex and will be handled at a future meeting.

In response to a shareholder request the Recreation Supervisor reported that the Red Box video renting company will not service the community per their company policies.

For the Café at Clubhouse Five cleaning wipes are on order. Item request forms are due to be posted by the vending machine vendor. Chair Seifert and the Recreation Supervisor will discuss policy 1428 regarding the hanging of artwork in the clubhouses; possible methods and placement of the artwork; and will provide an update at the next meeting.

In response to a request from a Board member, the Recreation Supervisor will look into barriers in the table tennis area and respond to the member with his findings.

In response to a letter in regard to the management of the mini farm from a shareholder handed to the Chair about an hour prior to the meeting, Chair Seifert will compile meeting minutes in regard to the issue and copy them for the shareholder. And in response to another issue in the shareholder's letter, Chair Seifert will place the issue of instructor payment for classes on next month's agenda or delay that discussion until the new Committee is in place due to the time constraints of one remaining meeting.

In response to a shareholder's letter received just before the meeting, the Recreation Supervisor will review the layout recommendations given for the gym and report back at the next meeting with his findings.

Medical Center Parking Problems: A letter was received from a shareholder suggesting the golfers park at the parking lot adjacent to Clubhouse One to alleviate a parking shortage for morning appointments at the Health Care Center. The Recreation Supervisor and Mrs. Damoci will talk to the golf clubs and see if that will help and report back at the next meeting.

Multiple Use of Clubhouse One: A letter from a shareholder described a conflict between two clubs that wanted to use Clubhouse One at the same time; one of which had a long term reservation at the clubhouse. The Committee concurred to have staff compile a list of what rooms are being reserved; by whom; if the room is size appropriate; to ensure rooms are multi-use and not exclusively used by one club; and present the list at the next meeting.

Early Arrival at Room Reservation: A letter was received from the president of a club requesting enforcement of policies preventing disruptions to club activities during

reserved times at the amphitheater area. A Committee member reported that this is an on-going matter and has been handed over to the Mutual Administration Manager.

### STAFF REPORTS

Executive Director: The Executive Director reported that in response to concerns regarding overcrowding at an event in Clubhouse Two over the weekend, staff will make sure all emergency exits are accessible at all times and the fire code occupancy limits are enforced.

Recreation Supervisor: In response to a request from a Committee member the broken or missing blinds in Clubhouse Six will be replaced.

### CONTINUED BUSINESS

Policy 1461, Pool Rule: This item was tabled until next meeting when before and after versions can be compared and changes shown.

Policy 1462, Pool Temperature: This item was tabled until next meeting when before and after versions can be compared and changes shown.

Policy 1464, Exercise Room Limitations: This item was tabled until next meeting when before and after versions can be compared and changes shown.

Policy 1464.1 Exercise Room Rules: This item was tabled until next meeting when before and after versions can be compared and changes shown.

Policy 1432 Caterers revision: This item was tabled until next meeting when before and after versions can be compared and changes shown.

### Ballet Barre Update

The Recreation Supervisor reported that the motion to purchase the ballet barres in response to a club's request, failed at the last meeting. In response, the Recreation Supervisor reported that the club has offered to pay for part of cost of the barres. A lengthy discussion took place regarding the use of chairs as an unsafe substitute for support during the class, the safety of the instructor on the stage, altering space to accommodate groups, splitting a larger class into smaller classes, popularity of new clubs over time, and verifying that most of those who attend classes are actual shareholders. The Committee concurred to have the Recreation Supervisor discuss the matter with the shareholder making the request for the barres and that this matter can be brought up in a future meeting if needed.

### Golden Age Foundation Donation for Document Shredding

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO approve the generous donation from the Golden Age Foundation to have Secured Data Shredding provide up to three document shredding days per year at a cost of \$150 per visit for a two hour session.

### Clubhouse Three Blind Replacement

The Recreation Supervisor reported that \$5,000 was budgeted for the replacement of the blinds in Clubhouse Three this year. The bids he obtained are as follows:

Coast Factory Blinds	\$3,776.00
Serv-Pro	\$3,956.52
G.L. Gunderson	\$4,097.66

Ms. Winkler MOVED, seconded by Mrs. Damoci and passed unanimously –

TO accept the bid from Coast Factory Blinds for the replacement of blinds in Clubhouse Three at a cost of \$3,776 using budgeted funds from the Capital Improvement Fund.

Chair Seifert called for a break from 3:00 p.m. - 3:15 p.m.

### NEW BUSINESS

#### Clubhouse Two Multi-Purpose Use: Bowling Club, Dancing

The Committee concurred to discuss this complex matter at an upcoming meeting and Chair Seifert stated she would discuss the decision with the shareholders who wrote the letter.

#### Policy Revisions

##### Amend Policy 1202, Club Membership

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1202, Club Member with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

##### Amend Policy 1406, Limitations on Use

The consensus of the Committee is to have staff to put a notice in the *NEWS* to state caregivers must wear badges at all times in order to accompany a shareholder to

functions such as the Amphitheater shows.

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1202, Club Member with the suggested changes by the Committee to include changing the word “classed” to “classified” pending a minimum 30-day notification to the membership.

Amend Policy 1410, Eligible Organizations

Mrs. Damoci MOVED, seconded by Mr. Blake and carried unanimously –

TO recommend the Board amend Policy 1410, Eligible Organizations with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

Amend Policy 1411, Clubhouse Reservations

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1411, Clubhouse Reservations with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

Amend Policy 1411.6 Reservations by Outside Organizations

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1411.6 Reservations by Outside Organizations with the suggested changes to include the Registrar of Voters and Voting Polls be exempted and denoted by an asterisk (\*) and that the “Recreation Committee must also approve” be moved to the end of the previous sentence to now read “This policy is interpreted to include, but not be restricted to, the following and the Recreation Committee must also approve:” by the Committee, pending a minimum 30-day notification to the membership.

Amend Policy 1412.1 Political Meetings

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1412.1 Political Meetings with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

Amend Policy 1465, Saturday Dances

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1465, Saturday Dances with the suggested changes by the Committee to include changing the word “classed” to “classified” and removing the words “from the third Saturday in September through the second Saturday in June,” in item 1, pending a minimum 30-day notification to the membership.

Amend Policy 1710 Adult Education

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO recommend the Board amend Policy 1710 Adult Education with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

Rescind Regulation 1710.1, Adult Education Classes

Mrs. Damoci MOVED, seconded by Ms. Seifert and carried unanimously –

TO recommend the Board rescind Policy 1710.1, Adult Education Classes due to duplicate content already included in Policy 1710 Adult Education, pending a minimum 30-day notification to the membership.

Amenities: Pool Hair Dryers in Locker Rooms, etc.

After discussion, the Committee concurred to have this item tabled until next meeting and have staff compile a more complete list of amenities with quantities listed in the form of an inventory for each Clubhouse and recreation area.

Clubhouse Six Central Location: Ticket Sales for Clubs, Special Events

After discussion, the Committee concurred that the Foundation should not be involved in club business including ticket sales or collecting monies since it is not Foundation business.

Computer Club Storage Room

Mrs. Damoci MOVED, seconded by Ms. Winkler and carried unanimously –

TO notify the Computer Club they have 30 days to vacate their storage room and have the Recreation Supervisor notify the Computer Club of the Committee’s decision.

The Committee concurred to vacate the Physical Property uniform/locker room and the locked storage room downstairs in Clubhouse Five in order to make room for meeting and club room reservations.

### Sub Committee Reports

Amphitheater Subcommittee: Mr. Blake presented the list of 14 shows for the Thursday and Saturday night Amphitheater season, some of which are still pending confirmation. Donations have been made that have reduced the cost to the Foundation. Chair Seifert thanked Mrs. Damoci and Mr. Blake for a great job in putting the shows together with a great line-up.

The Committee concurred to have staff utilize the notices in the *NEWS* to state that dancing is restricted to the side patio areas during the shows and will be enforced by Security.

### Café: Art League/Photo Arts Club

Chair Seifert reported on the vending machine usage and how she and the Recreation Supervisor have worked with the vendor to address the food requests from the community and how that differs from other communities he has serviced.

Some requests to the vendor have been made for fresher lettuce, diabetic foods, fruit and hot water for soup. Chair Seifert reported that it has been a learning experience for her and the vendor as they are working to resolve these food item and service issues for our unique community.

### President's Comment

President Michaelides reported that an item had wilted lettuce and the vendor has been notified that this is unacceptable. Although in general the food quality has been very good, if the vendor does not provide top quality items we have the option to seek another vendor.

In response to a request, the Committee concurred to open the Café at 5:00 a.m. starting this Wednesday. Staff will notify the club that made the request of the change and the signage stating the operating hours will be changed. Chair Seifert thanked President Michaelides for his support on this issue.

In response to a request from a Committee member, staff will instruct the gardener to trim back the bird of paradise plant and other plant material that is obstructing the door to the Café.

### Committee member comments

A Committee member reported that the image from the projector in Clubhouse Four has

shifted and needs to be re-aligned.

In response to a Committee member's report that the chair cushions in Clubhouse Six need deep cleaning, the Recreation Supervisor stated that the cushions are cleaned a few at a time with cleaner or at the car wash and he is obtaining figures for yearly cleaning for budgeting purposes and will report his findings at a future meeting.

A Committee member stated that she will provide the Recreation Supervisor with some additions to the amenities list and he will email back the updated list with the changes.

A Committee member stated that the Recreation Supervisor will look into a budget variance that she brought to his attention.

#### Shareholder/Members Invited to Comment

Shareholders spoke on topics including paper shredding, ballet barre installation request, and vending machine replenishment times.

A shareholder thanked Mrs. Damoci and Mr. Blake for all their hard work on the Amphitheater Subcommittee.

Chair Seifert thanked the Committee for all its hard work and for the shareholder's participation at meetings.

President Michaelides and Committee members thanked the Recreation Supervisor for all his hard work this year.

Next meeting: Monday, May 12, 2014 – Administration Conference Room at 1:30 p.m.

#### ADJOURNMENT

Chair Seifert adjourned the meeting at 4:33 p.m.



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Ms. Anne Seifert, Chair  
RECREATION COMMITTEE  
II: 04/21/14



**MOTIONS**

TO approve the generous donation from the Golden Age Foundation to have Secured Data Shredding provide up to three document shredding days per year at a cost of \$150 per visit for a two hour session.

TO accept the bid from Coast Factory Blinds for the replacement of blinds in Clubhouse Three at a cost of \$3,776 using budgeted funds from the Capital Improvement Fund.

TO recommend the Board amend Policy 1202, Club Member with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1202, Club Member with the suggested changes by the Committee to include changing the word "classed" to "classified" pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1410, Eligible Organizations with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1411, Clubhouse Reservations with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1411.6 Reservations by Outside Organizations with the suggested changes to include the Registrar of Voters and Voting Polls be exempted and denoted by an asterisk (\*) and that the "Recreation Committee must also approve" be moved to the end of the previous sentence to now read "This policy is interpreted to include, but not be restricted to, the following and the Recreation Committee must also approve:" by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1412.1 Political Meetings with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1465, Saturday Dances with the suggested changes by the Committee to include changing the word "classed" to "classified" and removing the words "from the third Saturday in September through the second Saturday in June," in item 1, pending a minimum 30-day notification to the membership.

TO recommend the Board amend Policy 1710 Adult Education with the suggested changes by the Committee, pending a minimum 30-day notification to the membership.

TO recommend the Board rescind Policy 1710.1, Adult Education Classes due to duplicate content already included in Policy 1710 Adult Education, pending a minimum 30-day notification to the membership.

TO notify the Computer Club they have 30 days to vacate their storage room and have the Recreation Supervisor notify the Computer Club of the Committee's decision.

**ACTIONS:**

During events in clubhouses, staff will make sure all emergency exits are accessible at all times and the fire code occupancy limits are enforced.

Broken or missing blinds in Clubhouse Six will be replaced.

Policy 1461, Pool Rule was tabled until next meeting. Staff will resubmit with before and after versions to be compared and changes shown.

Policy 1462, Pool Temperature - was tabled until next meeting. Staff will resubmit with before and after versions to be compared and changes shown.

Policy 1464, Exercise Room Limitations - was tabled until next meeting. Staff will resubmit with before and after versions to be compared and changes shown.

Policy 1464.1 Exercise Room Rules - was tabled until next meeting. Staff will resubmit with before and after versions to be compared and changes shown.

Policy 1432 Caterers revision - was tabled until next meeting. Staff will resubmit with before and after versions to be compared and changes shown.

The Recreation Supervisor to discuss a request for the installation of the ballet barres matter with the shareholder making the request.

Multi use at Clubhouse Two will be tabled and can be discussed at an upcoming meeting.

The consensus of the Committee is to have staff to put a notice in the *NEWS* to state caregivers must wear badges at all times in order to accompany a shareholder to functions such as the Amphitheater shows.

Staff will compile a more complete list of amenities with quantities listed in the form of an inventory and present it at next meeting for each Clubhouse and recreation area.

The Physical Property uniform/locker room and the locked storage room downstairs in Clubhouse Five.

Notices will be put in the *NEWS* to state that dancing at the Amphitheater shows is restricted to the side patio areas and will be enforced by Security.

The Café will open at 5:00 a.m. starting this Wednesday and the signage stating the

operating hours will be changed.

Staff will instruct the gardener to trim back the bird of paradise plant and other plant material that is obstructing the door to the Café.

The projector in Clubhouse Four will be re-aligned.

The Recreation Supervisor is obtaining figures for yearly cleaning of upholstery for budgeting purposes and will report his findings at a future meeting.

A Committee member will provide the Recreation Supervisor with some additions to the amenities list and he will email back the updated list with the changes.

Recreation Supervisor will look into a budget variance that a Committee member brought to his attention.