

RECREATION COMMITTEE MINUTES
August 11, 2014

The regular meeting of the Recreation Committee was called to order by Chair Rapp at 1:00 p.m. on Monday, August 11, 2014, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL Present: Ms. K. Rapp – Chair Mr. B. Lukoff
 Mr. L. Blake Mrs. J. Reed
 Mr. D. Craig Ms. L. Stone
 Mrs. C. Damoci Ms. R. Winkler, Ex-Officio

Also Present: Mr. R. Ankeny, Executive Director
 Mr. T. De Leon, Recreation Supervisor
 Mrs. C. Miller, Controller
 Mr. J. DeMarco, Mutual Two GRF Representative
 Ms. P. Snowden, Mutual Two GRF Representative
 Mrs. M. Wood, Mutual Six GRF Representative
 Mr. L. Krieger, Mutual Nine GRF Representative
 Mr. P. Moore, Mutual Seventeen GRF Representative
 Mrs. S. Downen, Recording Secretary
 Nine Foundation Members

CHAIR'S ANNOUNCEMENTS

The Chair stated that in accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the Recreation Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting and a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed four minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in September.

MINUTES

The regular meeting minutes of July 14, 2014, were approved by MOTION of Mr. Craig, seconded by Ms. Reed and carried with one abstention (Lukoff).

CORRESPONDENCE

Request for Space: A request was received from the Rollin' Thunder Golf Cart Club to use an area at the northwest corner of the unused shuffleboard court at Clubhouse Two to service

golf carts for members of the community not on a regular basis. After a short presentation by the president of the club, Mrs. Damoci MOVED, seconded by Mr. Craig –

TO authorize the Rollin' Thunder Golf Cart Club use of a small area at the northwest corner of the unused shuffleboard court at Clubhouse Two.

A member stated that this location is not the shuffleboard court but the unused lawn bowling court. After discussion on other locations and how much service is needed, Mr. Blake MOVED, seconded by Mr. Lukoff –

TO amend the motion to limit the use to every other Friday, until space is needed by the Foundation.

After discussion on limitation and the need for an indemnity agreement, Mr. Blake withdrew his motion. Mrs. Damoci MOVED, seconded by Ms. Reed and carried unanimously –

TO amend the motion to authorize the Rollin' Thunder Golf Cart Club the use of a small area at the northwest corner of the unused lawn bowling court at Clubhouse Two, during daylight hours only, until needed by the Foundation, with an indemnity agreement signed by the Club.

Noise at Picnic Area: An e-mail was received from a Mutual Seven member regarding noise at the picnic area. After discussing areas with electricity and complaints on using a microphone for announcements, it was asked that the Recreation Supervisor meet with a few members of the Committee to review this area and bring back suggestions to a future meeting. A letter will be sent to the member.

Request for Lathe: Correspondence was received from members of the Clubhouse Two Woodshop requesting the lathe in the shop be replaced due to safety issues and the age of the equipment. A suggested piece of equipment was attached. Three members from the woodshop spoke on the matter. A member suggested to consider the replacement based on the budget reserves for 2015. The Recreation Supervisor was asked to also look at the lathe in Clubhouse One and obtain options and quotes to present at a future meeting.

Expansion and Swimming Pool Hours: An e-mail was received from a member regarding consideration for the expansion or replacement of the swimming pool and the hours. It was suggested that this subject be revisited after the completion of the Reserve Study. Comments were made on the condition of the locker rooms. A sub-committee will be appointed upon completion of the Reserve Study to gather information on refurbishing, replacement, and an additional pool. It was also asked that the Recreation Supervisor meet with a few members of the Committee to review the current condition of this area.

UNFINISHED BUSINESS

Proposed 2015 Budget for Cost Centers 40, 45, 46, 48, 49, 51, 52, 53, 54, 55, and 56

After the July meeting changes were made to the Proposed 2015 Budget for Cost Centers

40, 45, 46, 48, 49, 51, 52, 53, 54, 55, and 56. The Controller stated that the Salaries and Wages portion of the Proposed 2015 Budget will be available for the September meeting. The changes requested at the July meeting were noted and documented accordingly in the shaded areas of the Proposed 2015 Budget. In the interest of time, it was requested that only the changes be reviewed.

Cost Center 40, Recreation: Line items were created for easier view of the expenses and supplies for all Cost Centers. Uniforms & Laundry was reduced due to the removal of the towel service. Funds were placed in a line item for non-budgeted expenses per the Committee's request. The Recreation Supervisor was asked to research the amount for uniforms for this Cost Center.

Cost Center 45, Amphitheater: Funds were added to Equipment Expense for replacement of a karaoke machine, music stands, and equipment items that do not qualify for replacement.

A member stated his concerns with how the Proposed 2015 Budget has been prepared. For clarity, the members asked that the information for the Operating Budget, as well as the Capitol Budget, be shown on the same paperwork for each individual Cost Center. The Executive Director and the Controller will work on this issue.

Cost Center 46, Golf Course: Funds have been placed in this cost center for normal building supplies and equipment expenses, and an increase was made to the landscape maintenance contract which is coming due for renewal at the end of the year. The Committee asked that the Recreation Supervisor send out bids by the end of this month for a new three-year contract.

Cost Center 48, Swimming Pool: Funds have been placed in this cost center for normal building supplies and equipment expenses. It was requested that the Recreation Supervisor look into replacement umbrellas and the sleeves on the hand rails at the swimming pool.

Cost Center 49, Janitorial: Funds have been placed in this cost center for janitorial supplies due to some supplies being ordered through the janitorial contractor. This contract is coming due December 2015.

Cost Center 51, Clubhouse One: Funds have been placed in this cost center for normal building, equipment and propane expenses.

Cost Center 52, Clubhouse Two: Funds have been placed in this cost center for normal building and equipment expenses. A discussion was held regarding the purchase of additional blue arm chairs for Clubhouses One, Two, Three and Four. The Committee requested that funds be added to each cost center for Clubhouses One, Two, Three and Four to complete the replacement of the blue arm chairs. It was also requested to look at portable speakers and foam covers for microphone handles to keep for rolling around.

The Committee recessed for break at 2:25 p.m. and resumed at 2:40 p.m.

Cost Center 53, Clubhouse Three: Funds have been placed in this cost center for normal building and equipment expenses.

Cost Center 54, Clubhouse Four: Funds have been placed in this cost center for normal building and equipment expenses. After discussion regarding the recent replacement of a light pole at Clubhouse Four, the Recreation Supervisor reported that funds have been set aside to paint all of the light poles at the community facilities. A member commented on the monthly movies shown in the clubhouse. After discussion, the Chair appointed a sub-committee to chose these movies and provide their choices to the Recreation Department.

Cost Center 55, Clubhouse Five: Funds have been placed in this cost center for normal building and equipment expenses. When discussing materials and supplies, it was a concern that printer ink was being purchased for use in the computer room. This cost will be decreased per recommendation of the Committee that as of January 1, 2015, printer ink will no longer be supplied by the Foundation. The Club will be notified of this decision. After discussion on the use of the Café, it was requested that the Recreation Supervisor draft a policy for the use of the Café and bring it for consideration at a future meeting.

Cost Center 56, Clubhouse Six: Funds have been placed in this cost center for normal building and equipment expenses. It was requested that the broken CD player be replaced this year.

2015 Budget Capital Reserve Request- Prioritized List

The Prioritized List for the Capital Reserves was reviewed. The Committee asked that the plastic sheds for Cost Centers 53 and 54 be removed and placed as a line item for the Emergency Cost Center. The addition of a portable video projector and screen were added to Cost Center 53, Clubhouse Three. After discussion, the addition of a ballet barre was added to Cost Center 56, Clubhouse Six.

Other items discussed were taking a deposit for the use of sound equipment, policy to be written regarding the use of sound equipment, a one-page document to be created regarding the use of sound equipment, the possible use of Clubhouse Three, Room 9, for Mutual meetings and where to move the clubs using this room, and use of the Clubhouse Three pool room.

Cable Television Service for Clubhouse One

Information was provided for cable television service for Clubhouse One. The price from Direct TV is \$59 for 12 months and up to \$97.99 after that depending on what programs you want to keep, with a two-year contract. The price from Verizon Fios is \$79.99 for service with an installation fee of \$149. Superwire was approached but declined due to no cable access at Clubhouse One. After discussion, Ms. Stone MOVED, seconded by Mr. Lukoff –

TO contract with Verizon Fios for cable service in Clubhouse One,
at a monthly cost of \$97.99 per month, with an installation fee of
\$149.

After the vote, the motion passed with one no vote (Blake).

Donation of Nu-Step Machine for Exercise Room

A donation request was received from the Golden Age Foundation of a NuStep machine for the Clubhouse Six Exercise Room. Ms. Reed MOVED, seconded by Ms. Stone and carried unanimously –

TO accept the generous donation from the Golden Age Foundation of a NuStep machine for the Clubhouse Six Exercise Room.

President Winkler left the meeting at 4:03 p.m.

NEW BUSINESS

Water Dispensing System

Documentation was received from a member regarding placing a reverse osmosis water dispensing system in the community. After discussion on commercial enterprise, Mr. Craig MOVED, seconded by Ms. Stone and carried unanimously –

TO decline the request of a water dispensing system for the community.

A letter of thanks will be send to the Foundation member.

Painting of Clubhouse Three

The Recreation Supervisor stated that when the sound panels in Clubhouse Three were replaced, painting of the rooms was not requested. The walls and baseboards are in poor condition. There are no funds in the budget for this project. It was requested to send this information to the Architectural Committee for review and then to the Physical Property Committee to obtain bids for this project.

Clubhouse Three Storage

Storage issues in Clubhouse Three were discussed. A sub-committee of Ms. Stone, Mrs. Damoci and Chair Rapp was selected to investigate possibilities for storage in the clubhouse and the possibility of collecting rent for storage use.

Catering Truck

Koffel's Catering has been providing a food truck near the Fichus tree in the Amphitheater parking lot on Thursday evenings prior to the Amphitheater Shows and has been well received. The Executive Director stated that there is a demand for hot food in the community and suggested that the Foundation have a Taco Tuesday night in front of Clubhouse Six from 4–7 p.m. on a 60-day trial basis. A member suggested that low salt, diabetic food could also be offered. If this is successful, alternative trucks could be included. Mr. Craig MOVED, seconded by Mrs. Damoci, and carried unanimously –

TO authorized a 60-day trial of a Taco Tuesday night in front of Clubhouse Six, and to revisit this matter after the trial period.

Farmers Market

The Farmers Market was approved by the GRF Board on July 22, 2014. Permits are being obtained and the approximate start date is August 23, 2014.

REPORTS

Executive Director

The Executive Director asked the Committee to consider having a "City Fair" once a year in a clubhouse for Seal Beach merchants to promote, but not sell, their products. The Committee recommended the Executive Director continue to pursue this proposal.

Due to time constraints, the Chair removed the Recreation Supervisor's Report from the agenda.

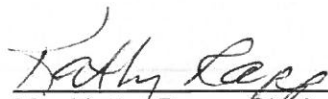
Committee Member and Guest Comments

Committee Members commented on creating a policy for conduct during Club events and treating each club the same, thank you to Chair Rapp and members, favorable comments regarding the replacement of the Clubhouse Two Woodshop lathe, looking forward to the Farmers Market, the fire department requirements for aisles at the Farmers Market, the purchase of more blue arm chairs, and the Mini Farm waiting list needs to be addressed again.

Guests commented on a need for a policy for Mutual Directors booking clubhouse space, turning the Clubhouse One BBQ, 90 degrees counter clockwise to block the wind, woodshop supplies, Clubhouse Two coffee makers and filters, smooth top tables versus textured tables, hot pool heater not working, misuse of Foundation equipment, and a thank you to the pool attendant who gave a member a tour of the pool area.

ADJOURNMENT

Chair Rapp adjourned the meeting at 4:35 p.m.



Ms. Kathy Rapp, Chair
RECREATION COMMITTEE

sd: 08/13/14

Next meeting: September 8, 2014

MOTIONS RECAP

To authorize the use of a small area at the northwest corner of the unused shuffleboard court at Clubhouse Two by the Rollin' Thunder Golf Cart Club for minor repairs for Foundation members.

To amend the above motion to limit the use to every other Friday, until space is needed by the Foundation.

To amend the above motion to authorize the use of a small area at the northwest corner of the unused lawn bowling court at Clubhouse Two, during daylight hours only, until needed by the Foundation, with an indemnity agreement prepared by the Executive Director and signed by the Club.

To contract with Verizon Fios for cable televisions service at Clubhouse One, at a monthly cost of \$97.99 per month, with an installation fee of \$149.

To accept the generous donation from the Golden Age Foundation of a NuStep machine for the Clubhouse Six Exercise Room.

To decline the request for a Water Dispensing System for the community.

To authorized a 60-day trial of a Taco Tuesday night in front of Clubhouse Six and to revisit this matter after the trial period.

ACTION ITEMS

The Recreation Supervisor will meet with a few members of the Committee to review the Clubhouse One Picnic Area sound issues and bring back suggestions to a future meeting.

The Recreation Supervisor was asked to obtain options and quotes to replace the lathe in the Clubhouse Two Woodshop and to also look at the lathe in Clubhouse One and present his findings at a future meeting.

A sub-committee will be appointed upon completion of the Reserve Study to gather information on refurbishing, replacement, and an additional pool for the community. It was also asked that the Recreation Supervisor meet with a few members of the Committee to review the current condition of this area.

Information regarding painting the inside of Clubhouse Three to be given to the Architectural Committee for review and then to the Physical Property Committee to obtain bids for this project.

A sub-committee will be investigating possibilities for storage in Clubhouse Three.

The Executive Director was asked to continue to pursue the proposal of an annual "City Fair".