



SERVICE MAINTENANCE COMMITTEE MINUTES

July 26, 2018

The regular meeting of the Service Maintenance Committee was called to order at 1:00 p.m., by Chair Hopewell, on Thursday, July 26, 2018, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present: Ms. S. Hopewell, Chair Ms. P. Snowden
 Mr. T. Dodero Ms. L. Stone, Ex-Officio
 Mr. W. Gould

Also Present: Mr. R. Gonzalez, Facilities Manager
 Mr. A. Hensley, Service Maintenance Supervisor
 Ms. C. Miller, Director of Finance
 Ms. J. Rodgers, Purchasing Manager
 Mr. M. Weaver, Facilities Director
 Mr. R. Stone, GRF Representative, Mutual One
 Ms. R. Winkler, GRF Representative, Mutual Ten
 Mr. B. Lukoff, GRF Representative, Mutual Fourteen
 Ms. M. Kmieciak, Recording Secretary
 12 Shareholders/Foundation Members

CHAIR'S ANNOUNCEMENTS

Chair Hopewell welcomed Committee members, and recognized the attendees – GRF President Linda Stone, Facilities Director Mark Weaver, Facilities Manager Ruben Gonzalez, Service Maintenance Supervisor Aaron Hensley, Director of Finance Carolyn Miller, Purchasing Manager Julie Rodgers, and Recording Secretary Marcy Kmieciak.

RULES OF ORDER

Chair Hopewell asked everyone to turn off or silent their cell phones, wait for their turn to speak, and be courteous to one another.

CHAIR'S REPORT

Appointment of Vice Chair

Ms. Hopewell nominated Mr. Gould for Vice Chair. There being no further nominations, Mr. Gould was declared, by acclamation, Vice Chair of the Service Maintenance Committee.

APPROVAL OF MINUTES

There were no minutes presented.

STAFF REPORTS

Facilities Manager

The Facilities Manager provided the Committee with the updates on current projects as presented, and commented on the items pertaining to the Committee's area of purview throughout the meeting.

It was the consensus of the Committee to request staff bring back to the next Committee meeting cost information for a cardboard compactor.

Service Maintenance Supervisor

The Service Maintenance Supervisor provided the Committee with the updates on current projects as presented, and commented on the items pertaining to the Committee's area of purview throughout the meeting.

Executive Director

Due to the Executive Directors absence, no report was given.

SHAREHOLDER/ MEMBER COMMENTS

Three shareholders/members spoke on agenda topics.

CORRESPONDENCE

There was no correspondence presented at the time of the meeting.

NEW BUSINESS

GRF Mission Statement and 2019 Goals

Chair Hopewell presented the Golden Rain Foundation Mission Statement and 2019 Goals.

2018/2019 Budget Assumptions

The IT Systems Analyst presented the first draft of the 2018-2019 operating budget for cost center 74 –Service Maintenance and cost center 75 –Trust Property Labor. It was the consensus of the Committee to review and bring back any questions to the August Committee meeting.

Departmental Responsibilities – Outsourcing Process

The Facilities Manager discussed the process by which Service Maintenance outsources Mutual work.

Review Service Maintenance Tasks from MSRAH

Chair Hopewell presented the Management Services Review Ad Hoc Committee list of Services.

Committee Tour of Service Maintenance

The chair announced a tour of the Service Maintenance Department, scheduled for July, 30th, 2018 at 10:00 a.m., for Service Maintenance Committee members.

Library and Security Hand Dryers

Following a brief discussion, Mr. Gould MOTIONED, seconded by Mr. Dodero and carried unanimously-

TO recommend the GRF Board approve the purchase and installation of four hand dryers for a cost not to exceed \$5,520, pending review and funding approval from the Finance Committee.

It was the consensus of the Committee to request staff bring back the effectiveness of this item and make further recommendations for different locations where hand dryers may be effective in lowering the number of mainline and restroom stoppages.

POLICIES

Review Service Maintenance Committee Charter

Following a brief discussion, Mr. Gould MOTIONED, seconded by Ms. Snowden and carried unanimously-

TO recommend the GRF Board adopt the Service Maintenance Charter, as amended.

PRESIDENT'S COMMENTS

The President commented on agenda items throughout the meeting.

SHAREHOLDERS/ MEMBERS COMMENTS

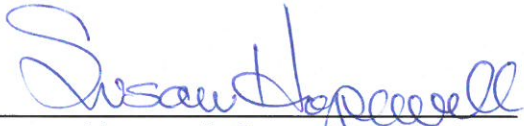
Six shareholders/members commented on the item pertaining to the Committee's area of purview.

COMMITTEE MEMBER COMMENTS

Four Committee members spoke on the items pertaining to the Committee's area of purview.

ADJOURNMENT

Chair Hopewell adjourned the meeting at 2:42 p.m.



Susan Hopewell, Committee Chair
Golden Rain Foundation

Mk 07.26.18