



SERVICE MAINTENANCE COMMITTEE MINUTES

August 23, 2018

The regular meeting of the Service Maintenance Committee was called to order at 1:00 p.m., by Chair Hopewell, on Thursday, August 23, 2018, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

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

Also Mr. R. Gonzalez, Facilities Manager
Present: Mr. A. Hensley, Service Maintenance Supervisor
 Ms. C. Miller, Director of Finance
 Ms. J. Rodgers, Purchasing Manager
 Mrs. L. Perrotti, GRF Representative, Mutual One
 Ms. D. Bennett, Recording Secretary
 Fourteen Shareholders/Foundation Members

CHAIR'S ANNOUNCEMENTS

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

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

Chair Hopewell had no report to present at the time of the meeting.

APPROVAL OF MINUTES

The minutes of July 26, 2018, regular meeting were approved, as amended.

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.

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

The Executive Director commented on items pertaining to the Committee's area of purview throughout the meeting.

SHAREHOLDER/ MEMBER COMMENTS

Five shareholders/members spoke on agenda topics.

CORRESPONDENCE

No correspondence was presented at the meeting.

UNFINISHED BUSINESS

2018/2019 Budget Assumptions – 2nd Draft

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

TO refer the proposed 2019 budget, for Cost Center 74, to the Finance Committee, for review.

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

TO refer the proposed 2019 budget, for Cost Center 75, to the Finance Committee, for review.

Hand Dryers – Update

The Committee requested that this topic be reviewed by the Recreation Committee for usage at the pool.

NEW BUSINESS

Ten Year Smoke Alarm Batteries

The Committee requested the Facilities Director make a presentation at the Presidents' Council meeting regarding the ten year smoke alarm batteries.

Service Maintenance – Email, Calls and Hotline

The Facilities Manager advised that all modes of contacting the Service Maintenance Department (email, phone calls and the hotline) work well for the department.

Website – Service Maintenance Products for Sale

The Executive Director will research the possibility of including photographs of large products for sale or physical samples at the Copy & Supply Center.

Service Maintenance Lunch Room

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

TO forward to the ADRC consideration of finishes for the renovation of the Service Maintenance lunch room, including paint, replacement of AC unit and purchase of additional tables and chairs, locker room and restrooms, including air ventilation and locker replacement, then refer to the Physical Property Committee, for cost of construction.

Mr. Gould withdrew his motion, Mr. Dodero withdrew his second of the motion.

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

TO forward to the ADRC for consideration of finishes for the renovation of the Service Maintenance lunch room, including paint, replacement of AC unit and purchase of additional tables and chairs, then refer to the Physical Property Committee, for cost of construction.

Service Maintenance Lockers and Restrooms

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

TO forward to the ADRC for consideration of finishes for the renovation of the Service Maintenance locker room and restrooms, including air ventilation and locker replacement, then refer to the Physical Property Committee, for cost of construction.

Bathroom Fans

The Committee requested the Purchasing Manager make a presentation at the Presidents' Council meeting regarding bathroom fans.

The Chair called for a fifteen minute break at 2:35 p.m.

Ice Machine

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

TO forward a request to the Finance Committee for acceleration of Reserve funding to replace the ice machine at the Service Maintenance yard and forward to the GRF Board for approval.

PRESIDENT'S COMMENTS

The President commented on agenda items throughout the meeting.

SHAREHOLDERS/ MEMBERS COMMENTS

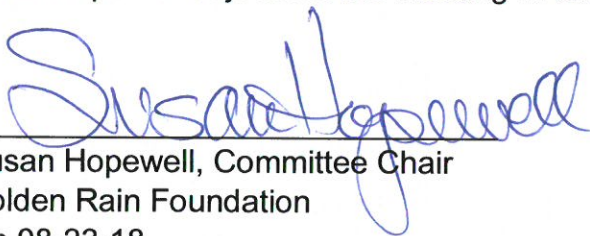
Three shareholders/members commented on the item pertaining to the Committee's area of purview.

COMMITTEE MEMBER COMMENTS

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

ADJOURNMENT

Chair Hopewell adjourned the meeting at 3:01 p.m.



Susan Hopewell, Committee Chair
Golden Rain Foundation
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