



## **COVID-19 AD HOC COMMITTEE MINUTES**

**September 3, 2020**

The meeting of the COVID-19 Ad Hoc Committee was held on Thursday, September 3, 2020, and was called to order at 1:00 p.m., by Chair Snowden, in Clubhouse Four, followed by the Pledge of Allegiance.

### **ROLL CALL**

Present: Ms. S. Snowden, Chair  
Ms. M. Gerber  
Ms. I. Heinrichs  
Mr. N. Massetti  
Ms. J. St. Aubin  
Ms. S. Hopewell, Ex-Officio

Also Present: Ms. K. Thayer, Assistant Recreation Manager  
Ms. C. Mancilla, Recording Secretary  
Mrs. L. Perrotti, GRF Representative, Mutual One  
Mr. L. Melody, GRF Representative, Mutual Fourteen  
Two Shareholders/Members

Chair Snowden greeted and welcomed everyone to the COVID-19 Ad hoc Committee meeting and introduced Foundation members, guests and staff.

### **CHAIR'S ANNOUNCEMENTS**

Chair Snowden welcomed the Committee members, guests and staff, including GRF President Susan Hopewell; Assistant Recreation Manager Kathy Thayer and Recording Secretary Corina Mancilla.

### **SHAREHOLDER COMMENTS**

Two Shareholders/Members spoke at the time of the meeting.

### **APPROVAL OF MINUTES (N/A)**

The minutes of the August 18, 2020, regular meeting were approved, as amended.

### **CORRESPONDENCE**

The Committee reviewed seven pieces of correspondence as presented.

**STAFF REPORTS N/A****Executive Director**

The Executive Director was not available to provide comments at the time of the meeting.

**SUB COMMITTEE REPORTS (N/A)****UNFINISHED BUSINESS (N/A)****NEW BUSINESS****Fitness Center – Procedures**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.

**Swimming Pool/Spa – Procedures**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager was requested to draft a governing document and bring back to the next scheduled meeting.

The Committee discussed the following agenda items; no action was taken:

- Re-opening Standards
- Potential to open Leisure World areas
- Review of GRF evaluation procedures
- Identify issues to be considered in opening new areas, including costs and limitations on use
- Set criteria for each GRF trust property
- Determine criteria for closing each area
- Suggest penalties to BOD for misuse or inappropriate behavior

**Make criteria for opening community to outside providers: i.e. casino buses, transportation to Recreation Department events**

The Committee discussed this agenda item; no action was taken.

The Assistant Recreation Manager informed the Committee that the Casino Buses are closed until the end of year 2020.

Ms. Snowden appointed Ms. Heinrichs for Vice Chair. There being no further discussion, Ms. Heinrichs was declared Vice Chair of the COVID-19 Ad Hoc Committee, by acclamation.

**GOVERNING DOCUMENTS (N/A)**

**FUTURE AGENDA ITEMS**

The Committee concurred to add as future agenda items:

- Amphitheater – Emergency Operational Procedures
- Draft a governing document on the Swimming Pool
- Draft a governing document on the Fitness Center
- Consequences for not following up rules
- Library – set criteria to open
- COVID Vaccinations – Discussion
- COVID Statistics in Orange County– add to the Work Study
- Discussion of closing procedures – add to the Work Study

**PRESIDENT’S COMMENTS**

President Hopewell provided information and updates throughout the meeting.

**ADJOURNMENT**

Chair Snowden adjourned the meeting at 2:25 p.m.



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Paula Snowden, Chair  
COVID-19 AD HOC COMMITTEE

cm 09.03.20

