



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

March 11TH at 2:30 PM in the Club Room

The meeting was started at 2:30 PM by Dennis Brady

Present: Bob Cobe, Ann Bohachek, Al Roberts Janice Kimbro, Carolyn O'Neill, Brigid Guarino,
Absent:, Marsha Marshall, Carole Austin, "Scotty" Scott, Margery Miller(ex) Gary Bemby (ex)

The Secretary declared that a quorum was present.

Motion to approve Agenda was unanimous: sponsor: Bob Cobe; second by Janice Kimbro.

Minutes for last month and been previously approved without corrections or omissions.

Our Speaker: Front Desk Manager, Carolyn Wiseman, answered our questions and participated in a discussion about our member's feelings and suggestions that the Front Desk had so many issues with which to deal, that they possibly could not adequately handle resident inquiries, answer telephones, monitor the dozens of camera screens, and make sure cars and trucks were not illegally parking at our delivery doors 2 & 5, plus making sure everyone signs in properly before being allowed to walk throughout our building.

The results of the discussion were:

1. She was told that she and her staff were extremely pleasant and efficient and doing an excellent job.
2. There were possibly too many issues with which they had to deal for them to fully cover everything as well as needed.
3. Their location and position at the front entrance did not give them a view to adequately control parking both in front of the Plaza Building and at the loading doors.
4. If we really feel the need for the building to be secure, then more money would be needed to be spent for staffing and re-positioning the Front Desk to be in front of the doorway and not on the side.

Transportation:

1. Although not brought up, it is noted that Gary Bemby did answer our request for an update on all of our vehicle conditions and any repairs needed.
2. Bob Cobe gave an update that safety railings for 2 buses were underway and expected in a few weeks.
3. He then spoke about why the many restrictions, problems encountered, and trials and iterations took over 1 full year for the first set of safety bus railings to be designed, developed, constructed, and installed by Dave Nicholson and himself, and why it would not take nearly as long for these 2 new ones.

Security and Safety:

1. Janice Kimbro spoke of a recent incident of a fast-moving bicyclist swinging wide around the corner from GVT almost cutting off a vehicle and asked what could be done about stopping that? She did not know the cyclist or was it a resident. Others spoke of observing that type of unsafe behavior at other times. The Security Patrol will be advised of the cyclist and approximate times, 10:30 and 5:00, when he may be present.

Chair Brady declared the meeting adjourned at 3:30PM.

Our next meeting will be April 8th at 2:30 PM in the Club Room.

Respectfully submitted:

Bob Cobe: Secretary