



## ADMINISTRATIVE SERVICES COMMITTEE MINUTES May 13<sup>TH</sup> at 2:30 PM in the Club Room

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

Present: Gary Bembry (mgmt.) Dennis Brady, Bob Cobe,

Ann Bohachek, Al Roberts, Carolyn O'Neill, Brigid Guarino, Carole Austin, Marsha Marshall

Absent: "Scotty" Scott (ex), Janice Kimbro, Margery Miller

\*The Secretary declared that a quorum was present.

\*Motion to approve Agenda was unanimous..

\*Minutes for last month had been previously approved without corrections or omissions.

### **Old Business:**

#### **Transportation:**

1) Bob Cobe reported that he and Gary Bembry checked Freedom Plazas new computer program that might list their Transportation Vehicle's information. Due to a lack of information entered so far, they could not determine if some vehicles should be replaced earlier than planned should their repair costs be excessive. This should be rechecked in a few months after more information gets entered.

2) David Nicholson and Bob have attached 1 set of safety railings to one of the 2 remaining buses and are waiting for them to be wired to the bus's battery. Then the 2<sup>nd</sup> bus's hand rails must be removed so they can attach the last set and then have it wired to the battery. David has replaced the failing actuator on our first safety railing after an estimated 40,000 operations.

#### **Security and Safety:**

1) Siby is waiting for the County to approve our paving over 6 spaces between our automobile parking sheds and American Eagle Blvd to create parking for Service Vehicles.

2) Gary Bembry had the solid door at one end of the Club Room replaced with a see-through glass door that now allows people to see if there is a meeting in progress or if they may pass through.

### **New Business:**

Bob Cobe introduced 3 people interested in joining our committee and spoke to them and our members comparing ideas to oxygen and that, like us, the committee needs oxygen to live.

Similar to all committees, we have had a rough year often being unable to even meet, and we will be making a strong presentation to recruit new members with ideas at the RAC Fair tomorrow.

A lively discussion followed with ideas about needing safety checks on fire and smoke alarms, pull cord alarms, and bathroom motion detector monitors; making doors to meeting area to open electrically; redoing some trash rooms to allow people with scooters to deposit their trash and utilize their storage units.

Carolyn O'Neill was thanked for her excellent work on our behalf as our RAC Representative.

Chair Brady declared the meeting adjourned at 3:28 PM.

Our next meeting will be June 10<sup>th</sup> at 2:30 PM in the Club Room.

Respectfully submitted:

Bob Cobe: Secretary