



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

June 10TH at 2:30 PM in the Club Room

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

Members Present: Dennis Brady, Bob Cobe, Ann Bohachek, Al Roberts, Carolyn O'Neill, Brigid Guarino, Carole Austin

Potential Members: Bob Youngblood, Ardetta Isler, David Nicholson, Ron Carter, Charlene Roberts

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

*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) Dennis suggested the Vehicle Repair Cost Study should wait until our new department manager started.
- 2) David Nicholson updated the status of the new bus railings and said that both buses were scheduled to have both sets of safety railings connected to the battery this coming week and we had the parts for us to finish the remaining work in just a few hours.

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 some designated "Service Vehicle" parking spaces.
- 2) Safety checks on apartment pull cords to be reviewed and repaired if necessary.
- 3) The main entrance door to the Club Room needs to be changed to open inward as a 1st step and then possibly made to open electrically when money becomes available.

New Business:

- 1) At our July meeting we will be electing a committee "chair" and a "secretary."
- 2) Dennis, as a resident of Hillsborough County, read a personal letter he sent to the county commissioner suggesting a "fast lane" method of dealing with the review and issue of permits.
- 3) We plan to have wording on our Mission Statement changed from "Security" to "Security and Safety".
- 4) These following ideas and potential projects for our committee to undertake were discussed:
 - a) List all of our safety systems that should be checked both in the Plaza building and GVT including: Pull cords, smoke alarms, bathroom motion detector monitors, electrically operated security systems, GVT battery operated lights (preferably all using the same system, but, if not, possibly changing to one system).
 - b) Recommend corrective action on any systems from the list above that need improvement and implement backup systems to communicate with resident when the power fails.
- 5) Evaluate a Transportation time saving procedure for "off campus" bus trips by transporting the GVT residents in a small bus to the Plaza building and then loading entire group on the large bus.

Chair Brady declared the meeting adjourned at 3:24 PM.

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

Respectfully submitted:

Bob Cobe: Outgoing Secretary