



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

October 14, 2021 at 2:30 PM in the Club Room

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

Members Present: Dennis Brady, Bob Cobe, Ann Bohachek, Larry Chambers, Carole Austin,
Bob Youngblood, Ardette Isler, Ron Carter, Charlene Roberts

Absent: Carolyn O'Neill, Al Roberts, David Nicholson

Management Present: Jeff Dickerson

Secretary Isler declared a quorum was present.

Motion to accept the agenda passed: Made by Bob Cobe Seconded by Ron Carter

Approval of previous minutes was unanimous

Old Business:

Transportation:

*Our last bus is now back in service with new motor installed

Jeff Dickerson

*A glass panel was resealed in one of our vehicles at no charge

*Five vehicles under warranty receiving recalls will be sent for service starting next week

Security and Safety:

*Delivery truck bump out parking asphalt has been laid by doors 2 & 5 is just waiting for concrete curbing and striping to designate proper and safe parking.

Bob Cobe

*Bob Y. and Bob Cobe met with Siby and Jeff to discuss Safety Devices for Plaza bldg and GVT.

A comprehensive study will be done of all safety devices by Bob Y and Bob C with their findings given to Jeff and Siby to prioritize improvements needed in devices or systems. Bob Youngblood, Bob Cobe

*Door modification Club room in hands of Fire Marshall and a visit is expected soon.

Ron Carter

*Codes for front entry doors at GVT may pose a security breach.

Ardette Isler

*Security cameras were installed at GVT front entrances and are being connected to our system. Jeff Dickerson

New Business

*Jeff would gain additional ears by receiving reports on all trips our members take in our vehicles concerning incidents, driver's driving ability and personality, and condition of vehicle.

Bob Cobe

*Bob Youngblood checked all 6 GVT entry codes for possible security breaches and found problems in at least 2 doors (5 & 10) and reported this to Jeff for possible correction.

Bob Youngblood

*Entry door at GVT building 5 opens and closes on its own at will. Jeff should look at this and notify Maintenance to correct this security problem.

Ann Bohachek

Dennis Brady declared the meeting adjourned at 3:10 PM.

Our next meeting will be November 11, at 2:30 PM in the Club Room.

Respectfully submitted:

Ardette Isler: Secretary