



## ADMINISTRATIVE SERVICES COMMITTEE MINUTES

January 13, 2022, at 2:30 PM in the Club Room

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

Members Present: Ardette Isler Bob Cobe, Ann Bohachek, Larry Chambers, David Nicholson, Carole Austin, Ron Carter, Charlene Roberts, Al Roberts, Bob Youngblood

Members Absent: Carolyn O'Neill (ex)

Management Absent: Jeff Dickerson (excused-helping Dining Staffing)

Ardette reported that we had a quorum..

The meeting agenda was approved

Last month's Minutes were automatically approved when no negative comments were received to the draft.

### **Old Business**

With Jeff having an excused absence we only had items in Security and Safety to cover

### **Security and Safety**

Bob Cobe reported on the following issues:

1. There is a danger of carbon monoxide poisoning both by residents forgetting to shut off their cars in GVT garages and not being aware that some cars can shut off and restart by themselves a short time later. Bob Youngblood has reported that there is no detector system installed and he has seen only 1 detector.
2. The new cameras at GVT entrances are now working and are connected to the front desk monitors.
3. Jeff and Siby will work out a way to communicate between the Front Desk and loading doors #2 and #5.
4. So far no way has been found to remove the code that opens any GVT front door.
5. The Entry Door at GVT-5 will not be fixed to open automatically because it requires the entire system to be replaced at a large cost for a feature not actually needed..
6. We do not have a system to report street lights needing replacing along our boulevards, but it could be done by having our security drivers use a chart of all the lights to report those lights that are out when they drive around on their nightly rounds..
7. The issue of an unsafe (and illegal) extension cord being placed over a sidewalk and roadway will be corrected in the future with a work order requesting locating an electric outlet in the garden area in the Plaza circle.

Bob Youngblood expressed concern and anger at the lack of management response to his repeated emails to fix the GVT Security Issues and he resigned from the committee to aggressively pursue correcting these issues on his own.

Carl Bohnenkamp, a member of the RAC Health Committee, was given an opportunity to present a safety issue that his research had shown that the railings on our second floor directly over the atrium are not strong enough to withstand impact from a motorized scooter and need to be strengthened according to regulations on railings in commercial buildings.

### **New Business:**

Chairman Brady announced that since the Front Desk is responsible for managing bookings of the 3 guest rooms, our committee will add this function to our coverage. Carol Austin, having worked with the Front Desk before, agreed to be our liaison with the Front Desk.. Suggestions made were to check with Marketing to see if their rooms might be available if ours are filled and that the Front Desk should maintain a list with contact all information of alternative good local motels and quality Airbnb's.

Other suggestions made in New Business were that time allowed for handicap parking spaces be for 2 hours, and that the 6 proposed open spaces at the ends of covered resident parking along American Eagle Blvd be covered with wood chips or gravel to eliminate the need for costly engineering drawings.

Our next meeting will be February 10th at 2:30 PM in the Club Room.

Meeting was adjourned at 3:22 pm

Respectfully submitted: Ardette Isler, Secretary

