



ADMINISTRATIVE SERVICES COMMITTEE MINUTES
March 10, 2022, at 2:30 PM in the Club Room

The meeting was started at 2:30 PM by Dennis Brady
Members Present: Dennis Brady, Ardette Isler, Bob Cobe, Ann Bohachek, Larry Chambers,
Carol O'Brien, Carolyn O'Neill, Carole Austin, Ron Carter,
Members Absent: Al Roberts (ex), Charlene Roberts
Management Present: Jeff Dickerson

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.

Dennis Brady welcomed our new committee member Carol O'Brien.

The Significant Month's Activity was covered by Jeff Dickerson, Director of Transportation with his report:

Jeff announced a Power Point Presentation on the PLAZA PARKING POLICY at the Town Hall meeting on March 15th at 10:00 AM in the Auditorium.

Whip antenna and reflective tape is required for safety on scooters and wheelchairs for out of building use. The front desk is getting a face lift, the personnel working there will have new attire to look more professional and it will be referred to as the concierge desk. We will see white shirts, blue sweaters plus ties for the men.

There was discussion regarding the safety for all of those who enjoy visiting on the benches outside of the front entrance of the Plaza Building. Two new benches have been added in front of glass.

Security and Safety:

Bob Cobe distributed his report to the members on which of the many safety devices were in specific rooms throughout the Plaza Building. These included an assortment of Pull-Down Fire Alarms, Strobe Fire Alarms, Emergency Pull Cords, Fire Extinguishers, Pendants, Ceiling Smoke Detectors, Wall Mounted Strobe Fire Alarms and Cameras where necessary. He felt we were well covered with all our Exit Doors having Pull Down Fire Alarms; all corridors having Ceiling Smoke Detectors spaced 60 feet spart and Strobe Fire Alarms spaced every 120 feet apart.

He also spoke about additional things he felt needed improvement and we will follow up with Jeff.

Old Business:

Jeff has established a working relationship with the "Airbnb" on Destiny Drive in Little Harbor, Ruskin, Florida, through his efforts and instructions at the front desk, overflow accommodations for our families and guest will be available upon request.

Motion was made by Carole Austin and seconded by Carolyn O'Neill to adjourn the meeting at 3:25 pm

Our next meeting will be April 14 at 2:30 PM in the Club Room.

Respectfully submitted: Ardette Isler, Secretary