



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

May 12, 2022, at 2:30 PM in the Club Room

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

Bob Cobe determined 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.

Significant Month's Activities were covered by Jeff Dickerson, Director of Administrative Services.

Jeff reported that he has done a review of the signage on campus to determine which signs should be left, which need to have wording or appearance changed, and which he will have removed. He has started by removing signs from the main boulevard and having a single sign depicting a golf cart crossing at Upper Creek Drive.

He addressed the issue of recent golf cart thefts; reasons why some were stolen; which ones had been recovered and how and where they had been found; what additional security measures are underway to prevent further losses; and what steps residents can take to prevent theft such as removing their keys from their golf carts.

He finished with describing that the tram is used only for on campus rides, doctor visits literally around the corner, or pick ups from doctors or hospital after transportation has closed for the day. Transportation is to be used, hopefully with timely reservations, for all other resident transportation needs.

Discussions on both old and new items followed as presented.

Ron Carter explained that while he had been unable to get a list of those requiring disabled parking for scooters because of HIPPA restrictions, Jeff had been able to get that information for him.

Bob Cobe showed a graphicly designed sign designating stairways that would be much easier to see and process during emergencies. A lively discussion followed concerning having better designation of fire extinguishers with signage that could be seen by looking down a corridor rather than being directly in front of that piece of safety equipment. Some pictures of that dynamic type of fire extinguisher signage were shown. Further discussion is needed before moving forward with any new signage.

The meeting was adjourned at 3:22 PM by Dennis Brady

Our next meeting will be June 9th at 2:30 PM in the Club Room.

Respectfully submitted: Bob Cobe, Fill-in Secretary for Ardette Isler