



RAC Maintenance Committee Meeting

Minutes of September 8, 2022

at 1 p.m. in Club Room

Meeting called to order at 1:02 pm by Chairman Carter

Quorum established:

Members present: Ron Carter, Dick Moore, Bob Youngblood, Tim Broad, Jan Ulics, Yolanda Stout, Mervin Rohwer, Marty O'Neill, Jerry Titsworth, Sarah Jones-Chambers
RAC Rep: Carol O'Brien

Members absent: Excused: JJ Roberts, Glenn Spoerl, Maint Dept Rep: Siby Thadathil

Absent: Jacqueline Trautweiler

Gary Keegan resigned from Maintenance Committee

Guest present: Carl Bohnenkamp

Motion to accept September agenda made by J Ulics, 2nd by C O'Brien. Agenda approved

LaVinia provided hard copies of updated 08/16/2022 Database Report (DB).

“Done” issues reviewed without Siby, any not completed to be included on September DB.

Committee members submitted area reports of new findings/issues. Discussed without Siby to give feedback and addition to September DB.

Suggested to Members that any Work Orders sent via Touchtown to LaVinia should be listed on their Area monthly database report, followed up on, and deleted when done.

Discussion that a “Check List” for each Area should be designed to help current and future members understand what they should be inspecting.

No updated discussion of major issues on DB due to absence of Maint Dept Rep Siby.

Cleared/completed issues: 9 Added issues: 20 Total for next meeting: 35

Proposal to include Capital Improvement Project Status in DB submitted to members.

Much discussion between Members if the Maintenance Committee should or should not monitor capital improvements since not part of Committee Mission Statement.

Motion by T Broad, 2nd by S Jones-Chambers made to add above additional responsibility to the RAC Maintenance Committee Mission Statement.

Motion accepted by 9 Yes votes and 2 No votes

Motion to adjourn by Y Stout 2nd by M Rohwer. Meeting adjourned at 2:01pm.

Next monthly meeting will be held **October 13, 2022 at 1 p.m. in the Club Room.**

Respectfully submitted,

Jan Ulics, Secretary

september 22 database

Maintenance Committee Database Report				
UPDATED 9-16-22				
DATE	LOCATION	ISSUE/PROBLEM		Action/ECD
OPEN PROJECTS				
1	22-Aug-21	Plaza Pool	Pool "liner" has cracks along uppermost shelf and both stairs	ON ORDER
2	11-Aug-22	GVT fitness ctr	entrance door key card reader inoperative	01/31/23
3	11-Aug-22	GVT 7	Awning pole plates are rusted- bolts holding it to the ground not discernible	10/31/22
4	10-Mar-22	outside Nile	plant to block ugly view not yet installed. Now is good planting season!	09/30/22
5	11-Aug-22	GVT 7 & 8	Front entrance sidewalk needs power washing	01/31/23
6	14-Jul-22	GVT 5	Gutter leaf guard flipped up near garage #5-203	09/30/22
7	14-Jul-22	GVT 5	Gutter above living room window apt 305 blocked	09/30/22
8	11-Aug-22	GVT 8	Exterior door on right front hits wall when opening, south door from front	10/31/22
9	11-Aug-22	GVT 7 & 8	Water softener lids cannot close –dont fit container	09/30/22
10	14-Jul-22	Stage	Top step is taped together , potential trip hazard	09/30/22
11	11-Aug-22	GVT 7	Big flower pot missing , front of building	09/30/22
12	11-Aug-22	Door 1 & 2	Frame inside and out need attention	09/30/22
13	11-Aug-22	Apt 132 &143	Mold on lanais	09/30/22
14	11-Aug-22	GVT 5	Fountain in pond inoperative	Plan: 3 new fountain
15	11-Aug-22	Doors 2 & 5	Light fixture need replacements	09/30/22
16				
17			NEW PROJECTS	
18				
19	09-Sep-22	GVT 5 & 6	Bricks at front entrance appear to have black mols	
20	09-Sep-22	GVT 5 & 6	Wood benches (2) removed but not replaced	
21	09-Sep-22	GVT 6	Bush removed in outer center on left side needs replacement	
22	09-Sep-22	GVT 5-301	Gutter blocked above living room window	
23	09-Sep-22	GVT 7	Awning pole plates are rusted- bolts holding it to the ground not discernible	
24	09-Sep-22	Door 1 & 2	Gutters overflow above awning and golf cart barn on north end of bldg	
25	09-Sep-22	GVT 8	Downspout drain disintegrating SE corner of bldg	

september 22 database

26	09-Sep-22	GVT 8	Front entrance bricks looking bad with mold	
27	09-Sep-22	GVT 8	Door opener SW corner of bldg not working from inside	
28	09-Sep-22	GVT circle	Tripping hazard where concrete meets tarmac on path to pool	
29	09-Sep-22	Plaza West	Depression over grease pit needs marking or a covering	
30	09-Sep-22	Road circle	Street lights out doors 1, north of 2, and south of 4	
31	09-Sep-22	Car parking	light out over space 137	
32	09-Sep-22	Cart parking	light out over spaces 543 and 581	
33	09-Sep-22	Street light	Visitor/associate lot , center of lane , light out	
34	09-Sep-22	Door 1 & 2	Metal doors gouged and scrapped	
35	09-Sep-22	Circle walk way	Right side one pad is low and retains water	
36	09-Sep-22	Gutter above 711	plant growing in gutter	
37	09-Sep-22	Door 3	Door threshold has peeling paint, mold	
38				
39				
40			LANDSCAPING	
41	09-Sep-22	Outside 134	Crepe myrtles need pruning	
42				
45				
46				
47			PROJECTS COMPLETED LAST MONTH	
48				
49	14-Jul-22	GVT 9	Water leaking into third floor trash room through fan in roof	DONE
50	14-Jul-22	GVT 8	entrance door key card reader inoperative	DONE
51	14-Jul-22	GVT 5	Door at right side entrance doesnt open or close	DONE
52	14-Jul-22	GVT 5	Wood bench near #5-203 facing golf course needs repainting	Bench removed
53	14-Jul-22	7th floor c stairwell	Hinge side wall cracked floor to ceiling	DONE
55	11-Aug-22	GVT 6	two decorative concrete strips gouged , center back of bldg	DONE
56	11-Aug-22	outside door 3	Broken light	DONE
57	14-Jul-22	outside tea rose	planted bed full of weeds	DONE
58	14-Jul-22	outside Mkt	8" drain has cap removed. S side of Kkt office ground level	DONE