



## ADMINISTRATIVE SERVICES COMMITTEE

13 October 2022

Club Room 2:30 PM

The meeting was started at 2:27PM by Carol O'Brien

Members Present: Al Roberts, Ron Carter, Bill Ciota, Charlene Roberts, Lorraine Brantner, Carolyn O'Neill, Yolanda Stout and Carol O'Brien

Members Absent: Larry Chambers (ex), Ardetta Isler (ex) Bob Cobe (ex)

Management Present: Jeff Dickerson, Director of Administrative Services

Carol O'Brien determined that we had a quorum.

The meeting Agenda was approved.

Last month's Minutes were approved via email.

**Significant Monthly Activities** were covered by Jeff Dickerson, Director of Administrative Services.

**Transportation:** There is no longer transportation to all three airports and that includes drop-offs. Jeff suggested Kings Point Limo. There are business cards located at the front desk. Transportation only does professional services such as medical, dental, and banking. If Freedom Plaza can't provide transportation, he suggested SCC Rides (Samaritan Services) for a ride. Information is available at the front desk.

Transportation needs fill up early. It is suggested to give 24 to 48 hours' notice. Jeff suggested people order transportation needs **earlier rather than later**. Dinner buses to GVT are every 15 minutes for dinner and discussed trying every 30 minutes. No decision was made but will probably remain every 15 minutes. Jeff said he has 6 drivers and 6 vehicles. Sometimes a driver gets sick or a vehicle breaks down. Jeff will investigate temporary drivers. Plaza West will investigate contracting wheelchair vehicles from outside contractors. Shopping buses are full of 10 people in AM and PM on Mondays and Thursdays. Dining will be doing meal deliveries to GVT Monday – Friday starting Monday, October 17<sup>th</sup> by Beverly. The new Resident Information Room is now open.

**Security:** Recent theft in parking lot was discussed. Tram drivers are looking around the campus for any safety issues that arise. The Ford Edge burgundy color vehicle is expected to be used as the Tram soon. Exterior

front door of Freedom Plaza is locked at 11:00PM. Security is the front desk personnel. A recommendation was made to add racks to GVT for the Weekly's, Birthdays etc. A motion was made by Al Roberts and seconded by Carolyn O'Neill to end the meeting.

**Next Meeting: November 10, 2022 @ 2:30PM**

**Adjournment: Time: 3:27PM**

Respectfully submitted,  
Carol O'Brien