



## **RAC Maintenance Committee Meeting**

Minutes of December 8, 2022

at 1 p.m. in Club Room

Quorum could not be established at 1:00pm, with 6 members present. More members came later, so Chairman Carter called the Meeting to order at 1:15 pm.

Present: R Carter, J Ulics, M Rohwer, J Titsworth, M O'Neill, Y Stout, T Broad, D Moore,  
RAC Rep C O'Brien, Maint Dept Rep S Thadathil

Absent: JJ Roberts, B Youndblood, G Spoerl, M Reter, J Trautweiler

Siby needed to leave early, so the December Agenda required slight changes. Motion to accept changed December agenda made by J Ulics, 2<sup>nd</sup> by M Rohwer. Agenda approved

No November minutes. Committee did not meet in November due to Hurricane Ian.

Reviewed updated DB with Siby.

Committee members submitted area reports of new findings/issues.

Work orders sent to LaVinia, discussed with Siby. Chairman Carter received a report from LaVinia which listed all completed WO's for the month of November. This system seems to be working great!

Merv Rohwer distributed inspection checklists to members for final review. Members agreed with having a checklist for their area. Thank you Merv and all who assisted in the preparation of these checklists.

**Cleared/completed issues: 9   Added issues: 6   Total for next meeting: 22**

Motion to adjourn by D Moore 2<sup>nd</sup> C O'Brien. Meeting adjourned at 1:57pm.

Next monthly meeting will be held **January 12, 2023 at 1 p.m. in the Club Room.**

Respectfully submitted,  
Jan Ulics, Secretary

<b>Maintenance Committee Database Report</b>			
			UPDATED 12-16-22
<b>DATE</b>	<b>LOCATION</b>	<b>ISSUE/PROBLEM</b>	<b>Action/ECD</b>
<b>OPEN PROJECTS</b>			
1	08/22/21	Plaza Pool	Pool "liner" has cracks along uppermost shelf and both stairs
			ON ORDER
2	08/11/22	GVT fitness ctr	entrance door key card reader inoperative
			01/31/23
3	08/11/22	Plaza Club	Awning pole plates are rusted- bolts holding it to the ground not discernible
			12/31/22
4	03/10/22	outside Nile	plant to block ugly view not yet installed. Now is good planting season!
			01/31/23
5	08/11/22	GVT 7 & 8	Water softener lids cannot close –dont fit container
			12/31/22
6	07/14/22	Stage	Top step is taped together , potential trip hazard
			12/31/22
7	08/11/22	Door 1 & 2	Frame inside and out need attention
			12/31/22
8	08/11/22	GVT 5	Fountain in pond inoperative
			Plan: 3 new fountains
9	09/09/22	Door 1 & 2,GVT 7	Gutters overflow above awning and golf cart barn on north end of bldg
			12/31/22
10	09/09/22	GVT circle	Tripping hazard where concrete meets tarmac on path to pool
			No Action
11	09/09/22	Door 3	Door threshold has peeling paint, mold
			12/31/22
12	10/13/22	Plaza Club	Several holes starting in parking lot W & N area
			01/31/23
13	10/13/22	Plaza West	Long/large groove, W side of INN ent, starting to enlarge
			01/31/23
14			
15	07/14/22	GVT 5	Gutter above living room window apt 305 blocked
			01/31/23
16	09/09/22	GVT 6	Bush removed in outer center on left side needs replacement
			01/31/23
17	09/09/22	GVT 5-301	Gutter blocked above living room window
			01/31/23
18			
19	<b>LANDSCAPING</b>		
20			
21	12/10/22	GVT 5	shrubs behind GVT 5-102 need trimming
22	12/10/22	GVT 8	Foliage around electrical power box needs trimming
23	12/10/22	GVT 6	Tree limb broken left side of bldg above golf cart garages
24			
25	<b>NEW PROJECTS</b>		
26			
27	12/10/22	GVT 5	Vent cap missing between 305 & 306 garages
28	12/10/22	GVT 6	Mechanical room 202 does not lock
29	12/10/22	GVT 5 & 6	two poles at entrance are scraped and rusty
30	12/10/22	GVT 6	Metal strip flashing is rusted below right entrance to bldg under window
31			

32				
33			<b>PROJECTS COMPLETED LAST MONTH</b>	
35	08/11/22	GVT 7 & 8	Front entrance sidewalk needs power washing	Done
36	09/09/22	GVT 5-301	Gutter blocked above living room window	Done
37	08/11/22	Doors 2 & 5	Light fixture need replacements	Done
38	09/09/22	GVT 5 & 6	Bricks at front entrance appear to have black mols	Done
39	09/09/22	GVT 8	Front entrance bricks looking bad with mold	Done
40	10/13/22	4 <sup>th</sup> ,D/E	fire extinguishers not clected	Done
41	10/13/22	4 <sup>th</sup> ,D/E	Communitation door unable to lock	Done
42	10/13/22	5 <sup>th</sup> ,6 <sup>th</sup> ,7 <sup>th</sup> ,B/C	fire extinguishers not clected	Done
43	09/09/22	Outside 134	Crepe myrtles need pruning	Done
42				