



## RAC Maintenance Committee Meeting

Minutes of August 10, 2023

at 1 p.m. in Club Room

Meeting called to order at 1:00pm by Chairman Carter.

### Quorum established:

Present: Ron Carter, Jan Ulics, Jacqueline Trautweiler, Tim Broad, Jane Petrie,  
Rocky McCutcheon, Phil Bethea, Joe Balazik, Carolyn Deming

Maint Dept Rep: Siby Thadathil      RAC Liaison: Carol O'Brien

Absent: Yolanda Stout, Dick Moore, Laird Woldridge, Mervin Rohwer

Motion to accept August agenda by Jan Ulics, 2<sup>nd</sup> Tim Broad. Approved unanimously.

Chairman Carter introduced new members: Joe Balazik, Phil Bethea, Carolyn Deming,  
Rocky McCutcheon, Jane Petrie, Laird Woldridge was absent.

Election of Officers: Chairman Carter called for nominations for Chairman and Secretary.

The only nominations were Ron Carter for Chairman, Jan Ulics for Secretary.

Voting was unanimous for both.

The Database and Work Order process was explained to new members by Chairman Carter.

-Reviewed updated DB Report with Siby.

Committee members submitted area reports of new issues.

-Members submitted Work Orders of minor repairs to LaVinia.

Completed and Open Work Orders report provided to members.

### Project updates by Siby:

>Plaza Bldg bat problem, still ongoing, but much improved.

>Plaza Bldg roof repairs on-going, including pool area roof; some gutters need cleaning.

>Carport endcaps cleanup in progress.

>IL Bldg renovation design on schedule to be done this year; Golf Pro Bldg  
included in this renovation.

>GVT: Fire and CO alarms, installation on-going; resident user training  
forthcoming upon completion of installation.

Pond fountains in progress.

Bldg 8 roof leak source being traced down.

**Cleared/completed issues: 6    Added issues: 4    Total for next meeting: 11**

Rocky McCutcheon thanked Siby and all his crew for the great job they are doing.

Unanimous agreement by members. Siby to let his crew know of this praise.

Motion to adjourn 1:52pm by Carol O'Brien, 2<sup>nd</sup> Joe Balazik. Approved unanimously.

Next meeting is on Thursday **September 14, 2023 at 1 p.m. in the Club Room**

Respectfully submitted, Jan Ulics, Secretary

august 23 database

<b>Maintenance Committee Database Report</b>				
			UPDATED 08-10-23	
DATE	LOCATION	ISSUE/PROBLEM		Action/ECD
<b>OPEN PROJECTS</b>				
1	06/08/23	GVT 5	Grass needs to be replanted in barren areas in front of building	08/30/23
2	08/11/22	GVT 5	Fountain in pond inoperative	08/30/23
3	12/10/22	GVT 6	Metal strip flashing is rusted below right entrance to bldg under window	08/30/23
4	02/09/23	Plaza Pool	ceiling above spa breaking up	08/30/23
5	03/13/23	GVT 5	Gouge (rotten wood) base of pillar at left entrance	08/30/23
6	03/13/23	GVT 6	Gouge (rotten wood) base of pillar at right entrance	08/30/23
7				
8			<b>NEW PROJECTS</b>	
9	08/10/23	GVT Circle	Tripping hazard where concrete meets tarmac on path going to pool	SAFETY
10	08/10/23	Auditorium	Moldy vents throughout and ceiling tile above dance floor	
11	08/10/23	GVT 6	Stairwell north side od building hole on level 2 top of stairs and cracking	
12	08/10/23	plaza exterior	Need replacement of plants by door 2	
13	08/10/23	Gazebo	Needs power washing very dirty	
14				
15				
16				
17			<b>PROJECTS COMPLETED LAST MONTH</b>	
19				
20	06/08/23	GVT 6	Door handle loose to equipment room at front of building	
21	06/08/23	D & E Stairwell	Large cracks around doors	
22	06/08/23	PW/Inn	Two large holes in roads: 1 east parking at inn; 2 rear access drive	
23	06/08/23	Outside FP Bldg	General cleanup of weeds,vines needed all around bldg	
24	06/08/23	FP Gutters	Need to remove vegetation from gutters	
25	06/08/23	FP C-wing south	The gutter needs to be straighten or replaced	