

**MINUTES FACILITIES MEETING – March 10, 2020**  
**Sloan Clubhouse**

**Approval of Minutes** – February 11, 2020 meeting – Minutes Approved

**Treasurer’s Report** – Mary Ann Chism – Balance \$204.55

**Sub-Committee Reports:**

1. **Pool/Spa** – Bruce Potter/Neil Hartenstein/Jim Bowman – Bruce reported that there are no issues.
2. **Gates** – Richard Houghton/Maria Derbyshire – Gates at all phases are working. Maria reported that Kim updated the gates for Daylight Savings.
3. **Repairs** – Gary Wahlers/Jamie Moran – Working on a few items; clubroom chair, changing batteries and Frank reminded him to check the door handles in the bathroom stalls specifically the lady’s room on the upper level of Sloan clubhouse. He also asked Gary to check the handicap bars in the men’s shower to see if they need to be replaced. A new part was ordered for the table in the Sloan clubroom. Jamie reported that he fixed two landscape lights and also has information for new landscape lights on RH Drive which will be discussed with the electrician.
4. **Exercise Rooms** – John Kerns/Bill Sirocky – John Kerns is away but reported that the Fitness Company will be here on March 11<sup>th</sup> to fix the elliptical and strap on the bike. Bill Sirocky is away and reported that everything is OK.
5. **Tennis/Pickleball Courts:** Tony Kelch – Nothing to report
6. **Night Watch** – Jim Varvaris/Bill Sirocky – Jim and Bill both away. Nothing to report except that RH needs more volunteers.
7. **Pre/Post Inspections** – Joe Malone/Lynn Morozin/Doris Moran/Mary Ann Chism – Joe reported that there are two parties in April and one in May. Doris reported that there is one party on March 29<sup>th</sup> scheduled at RH.
8. **Common Facilities Inspection** – Ron Thompson/Dave Lowe – In the process of putting together the checklist for the FC annual inspection in the Spring which he will discuss in detail at our April meeting. Ron asked about the report submitted to the Board last year concerning sidewalk repairs. Evidently no concrete repairs were made last year and he is questioning whether the sidewalks should be inspected again this year. Tom Davis (Board Liaison) suggested that the sidewalks be inspected again and a full list be given to the Board for action this year.

**Old Business:** Maria reported that the faucet in the Sloan kitchen, the shower head in the men’s bathroom at Sloan, and the water fountain at RH were all replaced. The shower in the men’s room is still leaking but needs a cartridge which will be replaced this week. The fire extinguisher for the Sloan kitchen (6 liter-K Class) which was discussed at our last meeting has been approved by the Board and ordered through MARCO who will also install it. The Board asked Kim to get prices for duct cleaning for both clubhouses.

**New Business:**

- Flag Pole Repairs – Frank reported that the flag on the Fairmount side was jammed. Brandywine Flag out of Exton was called and was able to make the repair and install the new flag. A repair was also made on the lanyard at the Eden flagpole.
- Dry Sprinkler System – Frank stated that Marco was out 10 days ago because the compressor was going on every 40 minutes. They found 3 leaks (all in the mechanical room); one at the compressor and two in the back. These were repaired. There is also an actuator that controls the water side of the system which wouldn’t allow the pressure to be brought up on the water side. The compressor was shut off and a new actuator was ordered. MARCO will be out to install when the part is in.
- Purchase of free standing hand sanitizer units for each clubhouse: Maria read an email which was sent on March 5th by the Safety and Security Committee: *“The Safety & Security Committee met on Monday, March 2nd. One of our discussion points was to arrange for the placement of hand sanitizer units in each of the clubhouses in a prominent place. After discussion, our committee recommends one hand sanitizer unit on a metal stand to be located on each floor of each clubhouse. Our committee strongly urges the*

*Facilities Committee to act on this request post-haste and forward to the Board for approval asap. Time is of the essence in providing these sanitizers for our community.”* Maria discussed how the “window of opportunity” has passed. These items are out of stock. She also checked with JB supply where we get supplies for the clubhouses and was told that they may not be restocked until June. Amazon was also checked, and vendors are gouging prices. **There was discussion about the CDC and articles which mainly stress that washing your hands with soap and water is the best way of protection. Both clubhouses are equipped with plenty of areas for hand washing and soap is available at each station.** There is also a container of Clorox disinfectant wipes at both clubhouse kitchens for people to use. A box of gloves has been ordered for each clubhouse kitchen for anyone doing food prep. It was decided that no future orders of sanitizer units will be purchased. Also noted was that both gyms are equipped with disinfectant wipes which are used to wipe the equipment and can also be used for hands. Members at the meeting were satisfied with the above. It was agreed that people need to use common sense.

**Information items that the FC will be working on in the next couple of months:**

Window cleaning, carpet cleaning, power washing both clubhouses including gazebo and entrance signs, landscape lighting, updated pool signage, cleaning indoor pool deck, replacing broken pool umbrellas. We will also ask Bennington (our new pool contractor) for a recommendation regarding repair/replacement of the indoor pool deck. Bennington will also address, once the outdoor pools are open, fixing the step in the Sloan pool, whether or not to drain and acid wash that pool, and finally replace an auto controller at the RH pool.

**Liaison Reports:** Tom Davis reported on several items pertinent to the FC. The heater above the Sloan clubroom is finally back in service. IT Landis was out on February 20<sup>th</sup> and went through the gas system. The piping between the mechanical room and the various appliances had a couple of pipes that were interchanged. All manifolds now have shut off valves and all lines have been identified and marked accordingly. The Board is having a workshop this Thursday to discuss the dry sprinkler system and the Coronavirus (steps which should be addressed).

Frank added that MARCO still needs to return to finish the inspection of the fire protection system; smoke detectors, duct detectors, strobe lights/sirens and panel in mechanical room. They presently are tagged to expire in March. Also there is a “circulating pump” in the mechanical room on the gas heater which was taped over and shut off. In talking with the plumber, it is a booster and should be left on. Frank will confirm with the plumber this week. Also, there is a switch under the sink in the Sloan kitchen which instructs people to turn it on for hot water. It was advised that the switch should be left on.

**Questions/Discussion** - Tony Kelch suggested that everyone read the RAP flyer sent today by the Social Committee regarding the Coronavirus and also suggested that residents travelling outside of the country where they may have been exposed to the virus, to please refrain from using the clubhouse facilities for a period of time. (The CDC recommends two weeks) Tony plans on cancelling Dinner and a Movie this month and Bruce Potter reported that Bingo was also being cancelled.

Joe Malone on his yearly night watch visit was surprised to see that checking the 911 phone was on the list. It was explained to him that during last year’s inspection it was found that one of the phones was not working and we asked Jim Varvaris to add it to the Night Watch list.

**There being no further business, a motion was approved and the meeting was adjourned at 7:26 p.m.**

**Member’s Present:** Maria Derbyshire, Frank O’Connor, Ray Buckley, Mary Ann Chism, Richard Houghton, Tony Kelch, Lee Liebler, Dave Lowe, Joe Malone, Doris Moran, Jamie Moran, Bruce Potter, Dave Price, Dave Slipakoff, Ron Thompson, Frank Vibbert, Gary Wahlers.

Minutes taken by Maria T. Derbyshire

**Next Meeting –April 14<sup>th</sup> at 7 p.m. – Sloan Road Clubhouse**