

Heather Gardens Metropolitan District

Clubhouse Committee Report

November 23, 2015

To: HGMD Board of Directors, HGA Board of Directors and General Manager

From: Bill Archambault (HGMD)

Subject: Report of November 23, 2015 Clubhouse Committee Meeting

Committee: Bill Archambault Barbara Brown
 JoAnn Fitch Donna Morin
 Barbara Schneller Donna Szewczynski
 Bob Mitchell Cheryl Greenman

Staff: Linda Aluise (Clubhouse Manager), Su Chae (Controller)

Guests: Approximately 10 guests were present

Call to Order:

- Bill Archambault call meeting to order at 10:00 a.m. No meeting scheduled for December, next meeting will be held January 25, 2016.
- Clubhouse 2016 budget has been reviewed by HGMD Board and will be brought to the HG residents at a public meeting on December 7th at 1:00 PM in the Board Room for public comment. Any needed changes will be made and then budget will be approved by the Board.

Clubhouse Manager's Report: Submitted by Linda Aluise – attached

- Report is a combined report of October and November.
- Clubhouse Holiday Potluck will be held on December 2.
- Linda continuing staff reviews.
- Decorating for Holiday's will be held on November 30
- December 21 & 22 auditorium floors to be refinished, pool closed for maintenance, and painting in lobby
- Linda presented 3 bids for an upright bike for gym. A motion was made by Donna Morin and seconded by JoAnn Fitch to purchase a Cybex bike. The motion was approved by the committee without opposition. The old upright bike may be kept for a time to see if it continues to be used.

Controller Report: Submitted by Su Chae – MOA Financial Report attached.

- Financial Report – ahead of budget on revenue; cost to refinish auditorium floors and purchasing upright bike will increase expenditures.

Order of agenda changed to first review new business.

New Business:

- Non-profit groups wishing to place a table in lobby for fundraising. Committee agreed that unless the group was associated with a HG Club no group would be allowed to a table. It was also agreed that non-profit groups could rent a room at HG, a form was to be created for such groups to complete which would include their 501 C3 status, when, where, and why would also be included on form. Linda Aluse and Su Chae were to create this form and bring back to committee for review, and then submitted to the Board for review and approval, then included in the policy manual.
- Sandra Knight from the Photo Club addressed the committee, requesting moving photos, adding video monitor and lighting. Kevin Olson, manager of Rendezvous Restaurant told Sandra the restaurant had a monitor not being used and she could hang pictures and use the monitor. Sandra was to discuss with Photo Club members.

Unfinished Business:

- 2016 Budget to be review by Board at Dec 7th meeting as stated above.
- Bill asked the committee their thoughts on combining the Restaurant Committee and the Clubhouse Committee. Bob Mitchell asked how many would be on the new committee and it was noted that the new committee would accommodate all those on the Clubhouse Committee of which 2 were on both committees already. This proposition would be presented to the Board in December.
- Bill presented a new Clubhouse Policy Manual, which would need to be revised if the Restaurant and Clubhouse Committees were combined. It was noted by Barbara Schneller that terms of committee members would need to be added to the policy manual.

Meeting adjourned by Bill Archambault with reminder there would be no meeting in December and the next Clubhouse Committee meeting would be January 25, 2016