

# **SAN SIMEON AMENITY CENTER COMMITTEE**

## **MINUTES**

**Committee Members:** Ed McMillan, Juliann McMillan, Anthony Rosati, Tania Rosatti, Chris Luizzi, Ashley Luizzi, Russ Lawrie, Elaine Lawrie, Greg Garrett, Kevin Durkin

**Meeting Date:** Wednesday, Nov 6, 2024 6:00 P.M. (Amenity Center)

**Attendees:** Ed McMillan, Anthony Rosati, Chris Luizzi (Board Member Rep), Ashley Luizzi, Russ Lawrie, Elaine Lawrie, Donna Nardine (Budget Committee Rep)

### **MISSION STATEMENT OF THE SAN SIMEON AMENITY CENTER COMMITTEE:**

**To ensure that the Amenity Center is maintained to create a Healthy, Safe Relaxing and Enjoyable atmosphere for ALL members, their families and guests. Included in this scope are the following:**

- **Pool and Spa, Community Bathrooms, Gym/ Workout Equipment, Clubhouse, Playground, Community Parking Lot, Amenity Center Entrance/Access Doors, Community Entrance/Exit Gate**

### **AGENDA:**

1. Mission Statement and Chairperson:  
The Committee voted unanimously: Chair: Ed McMillan and Co-chair: Juliann McMillan. The committee also discussed and created a Mission Statement above.
2. Proposed Budget for all Amenity Center Vendors:  
Currently, the 2025 budget is established for the Amenity Center Vendors. The committee briefly discussed the Amenity Center vendors and reviewed the responsibilities of the services contracted. The “to-do” checklist of the Cleaning Services was reviewed and suggestions made to bring clarity to the responsibilities. The “check-list” will be reviewed with the current cleaning service and interviews for possible options will be conducted and information will be shared with the committee in the event a change is needed in the future. Icon Pool service contract was discussed briefly. It was unanimously agreed upon to appoint Ed McMillan as the “Point of Contact” and Russ Lawrie as “Co-Point of Contact” for all Pool/Spa issues.

3. Budget for Pool Furniture, Equipment and Maintenance, Tables/Umbrellas:  
The committee discussed the importance of the Pool area being a welcoming place. It was unanimously voted to add/ replace tables and umbrellas with matching color schemes and quality equipment. The committee is recommending the following purchases be included in the 2025 budget.

- Two (2) White Aluminum / 36" diameter tables Est \$ 1,000.
- Six (6) Umbrellas (Blue / Blue-White stripe) Est \$ 1,800.

**Note:** The current umbrellas should be stored for "back-up"

**Note:** It was unanimously agreed that purchasing information/shopping for all Amenity Center furniture should be conducted by two or more committee members and recommendations forwarded to the board to pursue the approval and purchase of items recommended.

**Note:** No purchases are to be made by any member of the committee without approval by the HOA Board of Directors, including pool and spa supplies.

Equipment and Maintenance: The committee recommended following the Icon Pool and Spa Equipment summary and their monthly pool/spa cleaning and maintenance schedule.

Gym/Workout Equipment: The committee recommended Anthony Rosati (Point of Contact) and Tania Rosati (Co-Point of contact) for Gym/ workout equipment issues.

Budget Recommendation for Gym/Workout Room: \$ 1,740/ year for gym equipment preventative maintenance.

4. Modifications to the Gym, Meeting Room, Bathrooms, Hallway furniture, etc.:  
The committee agreed that there are no current needs.
5. Modifications to Entrance Cards, Gates and/or Keys:  
The committee agreed that there are no current needs.
6. Flowers and/or other plantings:  
The Landscaping Committee handles this category.

Meeting Adjourned: 8:15 P.M.

Recorder: Elaine Lawrie

NEXT MEETING DATE: Wed, Dec 4, 2024 at 6:00P.M.