

MINUTES  
BOARD WORKSHOP  
MONDAY, NOVEMBER 3<sup>rd</sup>, 2025  
9 AM – ROLLINS THEATER

APPROVED

**DIRECTORS PRESENT:**

Ron Clark, President

Carrie Blaylock, Vice President

Debbie Caneen, Secretary (Zoom)

Jim Collins, Treasurer

Geri Roberts

Nancy McCall

Tony Rickert

Julie Porto

Arthur DeAngelis

**OTHERS PRESENT:**

Lyn Reitz, Community Manager

Alisha Marshall, Recording Secretary

12 members are present and 7 via Zoom

Directors Absent: None

Meeting called to order at 9:00 a.m./Pledge of Allegiance

Quorum established with all Directors present

The following items were discussed:

**South Campus Grill Usage Club Policy.**

President Clark stated that the first item on the agenda is the South Campus Grill Usage Policy. President Clark turned this item over to Director Porto and the IAC Committee. Director Porto exclaimed she has a great committee and she thanks the committee for their help. The policy is as follows:

This policy governs the safe use, maintenance, and storage of grills owned and operated by community clubs located on the South Campus Complex.

- 1) Only propane gas grills are permitted. No charcoal, electric or open flame grills.
- 2) Grills must be operated near an accessible fire extinguisher, away from flammable structures.
- 3) Grills must be attended when in use.
- 4) Grills should be cleaned after use.
- 5) When not in use:
  - a) grills should not block egress paths, access ways, fire lanes, hydrants, or emergency features.
  - b) the cylinder valve must be closed.
  - c) if propane tanks are left attached, a lock-out valve device must be used.
  - d) tanks must be stored outside with the grill or in a grill cage.
- 6) A Club can lose its grill privileges if in violation #1 thru #5.

Director Porto deferred to Community Manager Reitz to select the location of the new policy within the CA's list of policies. Community Manager Reitz responded that she and Alisha Marshall have worked out where this policy will be placed.

Short board discussion followed and President Clark approved the South Campus Grill Usage Club Policy to be on the November 12<sup>th</sup> agenda.

### **Replacing Billiard Tables**

President Clark specified that the second item on the agenda is replacing four of the billiards tables for the Billiards Club. He deferred this topic to Community Manager Reitz. Community Manager Reitz explained that in preparation for the new building which the Billiards Club is moving into, they have looked at their tables and repaired some, and they would like to have four replaced. So, four new tables would be going into the new building. The funds for these tables are in the Replacement Fund and the cost is \$31,400. She is asking for the Board's approval and she has been told it can take between four and six months to receive the tables. President Clark opens the item for discussion but no Board, audience, or Zoom discussion took place regarding replacing the billiards tables. President Clark approved the replacing Billiards tables to be on the November 12<sup>th</sup> agenda.

### **Karaoke Lovers Club (New)**

President Clark mentioned that the third item on the agenda is a potential new club. He gave this topic to be addressed by VP/CLD Blaylock for discussion. She went on to say that the potential club president is in attendance to answer any questions from the Board. They have filled out all their paperwork and chosen officers. As they have done everything, she sees no reason not to approve of this new club. She did explain to the potential new club that getting a location for events could be problematic. After a brief conversation with the Board and CA members present, President Clark approved having the approval of the new Karaoke Lovers Club to be on November 12<sup>th</sup> agenda.

### **Club Liability Insurance**

President Clark cited the fourth agenda item is Club Liability Insurance. He proceeded to hand this topic over to Community Manager Reitz. She described two small changes after speaking with our broker about the liability coverage. The CA's liability policy provides coverage for all events. The broker is really only concerned with events that have physical activity i.e., dances, music, physical activities, and instructor classes when the instructor/musician is being paid. The broker recommends that paid instructors/entertainers have liability insurance so they are the primary defendant for any lawsuits and thus reduce the CA's exposure. However, the broker is not concerned about lecture type applications such as Zoom calls or computer teaching classes as they are not considered heavy liability. The new policy will require liability insurance for an event such as a dance, music concert, physical activity, or physical instruction with a paid instructor to the Independent Contractor Form and the policy. This will exempt any clubs that have volunteer instructors for physical activities or paid instructors for non-physical activities. Only paid instructors/entertainers at a dance or physical activity will be required to have liability insurance. A quick discussion ensued with Board members and CA residents in attendance on this agenda item. President Clark approved placing this item to be on the March 12<sup>th</sup> agenda.

### **Moving funds from a low interest account to the Future Facilities Fund**

President Clark said the fifth item on the agenda is a bit of a cleanup of paperwork for the Board to move funds from a very low interest account into the Future Facilities Fund. He passed this subject over to

Community Reitz as well. Community Manager Reitz explained that many, many years ago when the Maintenance Building was built the contractor did not do the parking area appropriately and gave the CA a settlement to fix the area as needed. The funds have been sitting in an account without doing much of anything. She brought these funds up to the Board thinking it could be moved to the Future Facilities Fund and actually earn some interest or be used. Board debate was launched regarding how great moving funds would be for the CA. President Clark approved moving funds from a very low interest account into the Future Facilities Fund to be on the November 12<sup>th</sup> agenda.

Motion to adjourn made by Director Porto, seconded by Director Rickert. Meeting adjourned at 9:36. a.m. Audience participation and discussion of one item ended at 9:44 a.m.



Alisha Marshall

Recording Secretary