

***Facility Committee Report***  
***March 17, 2011***

Members: Dina LaReau, Chair, Kim Blackmore, Bea Elden, Landscape Chair, Peter Fanning, Toby Kaulkin

Staff Member: Bill Veal

**Event Room Table Surfaces:**

\*Bill Veal reviewed the \$1,375 estimate submitted by Elite Woodwork to refinish the four tabletops in the Event Room. The Committee ***RECOMMENDS*** the Board accept the bid. Bill will schedule the work during the summer when Savoy occupancy is lowest and will notify the owners of the dates the Event Room will not be available for use.

**Landscaping Update:**

\*Bea Elden is securing landscaping bids. Tree trimming has yet to be scheduled, as we still need two more estimates. Bill will secure them as soon as possible.

**Window Coverings for the Uppermost Panels Above Front Door Entrance:**

\*Bill Veal has provided the Facility Committee with estimated measurements of the area. Bea Elden and Dina LaReau have identified two vendors to advise on design and to submit bids. The Committee will submit an estimate to the Board to be considered for the 2012 Budget.

**Maintenance of Entrance to Lobby:**

The Committee has heard concerns from several owners that the entrance to the Lobby often has an accumulation of leaves and debris, especially during windy days and on Saturdays. Bill will review with Staff the maintenance standards for that area.

**Second Floor Garage Resurfacing:**

Bill Veal summarized for the Committee his progress on identifying an effect remedy to the problems with the Second Floor Garage surface. Dina LaReau will call a meeting of the Second Floor Garage Floor Committee and have Bill review with them the status of his investigation. The Committee will then make a recommendation to the Board.

**Third Floor Carpet Cleaning:**

The Committee ***RECOMMENDS*** the carpets in the Fitness Room, the Library and the Event Room be cleaned at the same time during the summer. Bill will coordinate the cleaning with the time the tables have been removed for refinishing.

**Guest Suite Reservation Form:**

The Committee ***RECOMMENDS*** the Board adopt the attached Guest Suite Reservation Form submitted by Bill Veal to the Committee for review.

Respectfully submitted,

Dina Lareau, Facility Committee Chair