

## 3/9/23 Racquet Sports Advisory Committee Meeting – Liaison Report

### **Maintenance Update:**

The following have been scheduled with Eddie at Public Works. No timeline for completion available at this time.

- Fix the wall around the newly installed split units.
- Paint the ceiling and the wall in the lounge.
- Change door to push bar doors to that they can be left unlocked during the day for easier access to the lounge and the AED unit held in the building.
- Paint cabinets in the lounge and the Pro Shop.
- Clean carpets.
- Repair display case.
- Install 2<sup>nd</sup> swipe machine for faster processing.
- Install 2<sup>nd</sup> NS system for faster processing.
- Repair bathroom floors and install new flooring.
- Order new merchandise for Pro Shop.
- Look for new storage for maintenance equipment and tennis balls.
- Move display board to a more visible location.
- New banners on order.
- Install signs.
- Power wash concrete.
- Landscaping: mulch is delivered and ready for Bob to install in front are of complex.
- New ice machine to be ordered.

### **Process for getting things considered for the budget that will be developed next year:**

1. August 2023 Meeting or before:
  - a. RSAC to receive input from membership and discuss items that will be requested for budget consideration.
  - b. RSAC to vote on items to be included in a Charging Document to be taken forth to the Board for budget consideration.
  - c. Liaison will share charging document for Board review and forwarding to GM.
  - d. GM and Operations Team will discuss and include items in budget proposal that are consistent with Strategic Plan goals and also are recommended by Racquet Center team. within the strategic plan and will discuss with Racquet Center Director.

### **Process for getting maintenance items to operations team for consideration:**

1. Communicate suggestions to RSAC Chair for inclusion in agenda for committee discussion.
2. Committee vote on items deemed worthy of consideration.
3. Charging document prepared for items that are identified by majority vote.
4. Liaison to take charging document forth to Board for consideration to send forth to GM.