

Village At Tinker Creek
Clubhouse Committee Meeting

Jan. 3, 2025

Present:

Annette Wickham, Chair	Becky Mills	Carolyn Sloan
Linda Franklin	Barbara Eanes	Brintha Gibson
Caroline Hodges	Gerri Wade	Cathy Lindstrom, Board liaison

Annette called the meeting to order.

1. Report on Kitchen storage: the drawer containing the knives was reorganized to prevent damage to hands, and knives were sharpened. The kitchen tool drawers were also reorganized.
2. Mike Belcher (Legacy Builders) is repairing the ceilings in the clubhouse where water leaks were damaging the plaster. Norm Mason (Atlas Construction) had the leaks in the roof repaired.
3. Policy on receiving donations of Furniture, Fixtures, and Equipment (FF&E)
 - a. The committee discussed how to assess donations going forward. In past, some people just dropped items off. It was decided that people wishing to make a donation of FF&E should submit a form, with a picture attached, to the committee. The committee will then assess the offering by space available, need for item, ability to transport it, how it fits with décor, and how useful it would be to operations in the clubhouse.
 - b. Serving spoon assessment: people have been bringing their own, and it is hard to track and return to owner for a sizeable event. There are enough serving spoons in the kitchen to meet general needs, so the committee needs to inform residents not to bring serving spoons with homemade food platters.
 - c. Small food trashcan: We need a small trash can with a bag in it for people to scrape extra food in it, rather than in the large trash cans in the kitchen, or leaving dirty dishes on counter with food attached.
 - d. The person in charge of cleanup needs to eat first early, so as to direct the flow of dirty items and trash into the kitchen for cleanup.
4. Improvements to Clubhouse for 2025
 - a. The group discussed the plan for painting the living room and the entry, with a quote from Burroughs Painting for \$1,300. It was also proposed to go ahead and paint the entire clubhouse.
 - b. The group discussed the color and decided to use the color labeled Nimbus Gray.
 - c. Burroughs can paint what is needed prior to the Italian Dinner on Feb. 8.
 - d. The group discussed replacing the current old fabric furniture in the great room with an easier to clean faux leather furniture. The funding for this is included in the 2025 Reserve Study for replacement of FF&E. Once the painting is completed, we will assess the furniture for style and color. It was also proposed that we should have the outside deck cleaned and repainted/restained. Legacy Builders gave us a quote of \$1,875 to do this, and it was suggested that we get another quote from Burroughs.
 - e. A donation of an electric piano was made by Linda Franklin to the Clubhouse, to replace our current piano which is out of tune again. The electric piano is stored in the Library closet under lock and key. We will attempt to sell or donate the current piano.

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- f. The group discussed having maintenance contracts going forth for HVAC, electric, water, and plumbing, and suggested getting cost quotes from Wister, Southern Trust, and Ostrom.
 - g. Annette mentioned the need to evaluate the exterminators' contract, in terms of how to verify what services are applied, whether we need to have treatments inside the clubhouse, and how frequently services are done. Annette will review the contract, and explore spraying in summertime, along with notifications of when they will be at the Clubhouse, so services can be verified.
 - h. The need to replace the refrigerator due to its leakage on the floor and the potential damage to the floor was discussed. A homeowner is offering a used refrigerator, 2 yrs old, no warranty, for \$1,100. It was decided to price similar refrigerators new with warranties before deciding.
 - i. The cleaning services for the Clubhouse also need verification of what is done. It was decided to ask the cleaner to notify Annette and have an inspection of cleaning before payment is issued. Areas that are cleaned should be specified.
 - j. Caroline noted that the outside window trims are dingy and need either cleaning or repainting in spring. She also raised the question of a cabinet to cover the AV equipment near the TV.
 - k. Annette noted that the speed of our internet service from Cox is markedly slower than with GloFiber. Download speed was 76.0 mps, and upload was 18.9 mps. Glofiber is much faster. Annette will follow up with Glofiber to get a quote.
5. The committee meeting schedule was set up to be on the first Friday of the month at 1 pm, through May, since Board meetings will be on the 3rd Friday.
6. Linda noted that there is still trouble with getting people to set the alarm when they leave. She suggested creating a checklist for people to complete when finishing their event and leaving the Clubhouse. This could be done as a Welcome letter and checkout checklist sent when the reservation is made. The completed checklist could be left in the Clubhouse for a committee member to review and doublecheck, and then submit the checklist for reimbursement of the deposit. We will need to redo the Rental Agreement to include language about this, and Becky, Annette and Linda agreed to revise the rental agreement.

There being no further business, the committee adjourned.

Cathy Lindstrom
Secretary